

APPROVED

TOWN OF MEDWAY

AFFORDABLE HOUSING COMMITTEE

MEETING MINUTES

Wednesday, November 14, 2012, 7:00 PM
Medway Senior Center
76 Oakland Street
Medway, MA 01053

Affordable Housing Committee

Robert Ferrari..... Present
Marcia Kramarz Present
Teresa O'Brien..... Present
Alison Slack..... Present

Also Present:

Doug Havens, Community Housing Coordinator

Call to Order at 7:13p m

Discussion regarding the affirmative vote of the Affordable Housing Trust to send a letter to the Town of Medway Planning and Economic Development Board in support of a request from the Williamsburg Condominium Corporation to amend the January 19, 2010 decision of the Town of Medway Planning and Economic Development Board (page 19, item 15) reducing the number of affordable housing units at the Williamsburg Condominiums from (3) affordable units to two (2) affordable units - Mr. Ferrari led discussion as to whether or not the 15% to 10% AH rule was burdensome in the current economy. Mr. Yorkis responded by e-mail as he was unable to attend tonight's AH Committee meeting, which outlined his commitment to complete the AH unit by June of 2013. Concern was raised over the possible precedent this decision would set, and also whether or not a garage would be included. Mr. Havens explained that the Trust and Department of Housing and Community Development was adamant about the AH unit's external appearance remaining the same as the non-affordable units, and that the Trust's decision to support Mr. Yorkis' request for the reduction in the required number of Affordable Housing units was conditional in that the AH unit needs to be built immediately. Mr. Havens suggested that the Committee's recommendation be contingent upon the Trust's receipt of documentation from Mr. Yorkis regarding the deadline to build the AH unit.

Mr. Ferrari moved to support the affirmative vote of the Trust, Ms. O'Brien seconded, and the motion was unanimously approved.

Planning Session: Discussion of Items for Consideration in Establishing Guidelines and Procedures for Builders/Developers of Affordable Housing Units - The Board reviewed AH procedures and guidelines developed by the Town of Sudbury. Mr. Ferrari also suggested the

availability of loans from Mass Housing, including a recent project in Medfield that was funded with \$17.5MM worth of loans. The Board also engaged in discussion regarding the need for housing for seniors, and that the need will continue to rise over the next few years. Mr. Havens has looked into the funding for 40R housing; however Medway is too small to qualify for a Community Block Grant. The Board agreed to review the Sudbury procedure documents in detail and brainstorm prior to the next AH Committee meeting.

Status of Marketing Plan re available Affordable Housing stock - Mr. Havens addressed the brochures that were created for the last marketing event, but it seems as though any interested parties have fallen through. A major issue in finding qualified potential buyers is that people are selectively shopping around for affordable units. There was also discussion regarding the MLS listings, and whether or not there is a fee for listing on that website. Another issue is that potential buyers who are qualifying are finding that they can purchase a smaller home without a deed restriction rather than an AH unit. Ms. Kramer suggested having an article written and published in a local newspaper to raise awareness of AH units.

Action items - Mr. Havens to will mail brochures to 100 employers in town with potential prospects on staff and Mr. Ferrari will reach out to local papers regarding an article and an advertisement for Kingston 8-3.

Other Business As May Come Before Committee – Mr. Havens will be meeting with members of the DHCD after Thanksgiving to help promote AH in smaller towns, and will address potential 40R options and the new regulations to make those options accessible.

Adjourn – Mr. Ferrari moved to adjourn at 8:40pm, Mrs. O'Brien seconded, and the motion was unanimously approved.

TOWN OF MEDWAY

AFFORDABLE HOUSING COMMITTEE

MEETING MINUTES

Wednesday, December 12, 2012, 7:00 PM
Medway Senior Center
76 Oakland Street
Medway, MA 01053

Affordable Housing Trust

Robert Ferrari..... Present
Marcia Kramarz Present
Teresa O'Brien..... Present
Alison Slack..... Not Present
Doug Havens.....Present
Ken Kourafas.....Present

Mr. Ferrari called the meeting to order at 7:04 p.m.

Introduction of prospective new Committee member, Ken Kourafas

Review and accept Meeting Minutes for November 14, 2012 – Minutes were reviewed and no edits were suggested.

Ms. O'Brien moved to approve the November 14, 2012 minutes, Ms. Kramarz seconded, and they were unanimously approved.

Planning Session -- Review and discuss provisions of Guidelines for Comprehensive Permit (40B) Developments [Town of Sudbury] and Local Preference in Sudbury 40B Projects –

The Committee conducted a detailed review of the comprehensive guidelines from the Town of Sudbury for the purpose of creating similar policies and procedures for the Town of Medway. While reviewing, edits were made to the document for later consideration. Mr. Havens provided a brief review of the mission of the Affordable Housing Committee and Trust for Mr. Kourafas before the Committee proceeded with reviewing the Sudbury guidelines. Ms. Kramarz raised the question as to whether anything can be done regarding condo fees; specifically, using funds to lower fees as a way to attract potential buyers who may be concerned with high Condo fee assessments. The Committee then reviewed the Guidelines for Affordable Housing Development in Acton. Members agreed to review the article(s) prior to the next meeting. Mr. Havens was asked to invite Suzy Affleck-Childs to attend the next meeting in order to gain her input and guidance in creating the document.

Updates on Planning Board Meeting: Williamsburg Condominiums/Paul Yorkis and Millis-Medway Newspaper: January Article –

The Committee discussed the 12/11/2012 Planning Board meeting with regard to Developer Paul Yorkis' request to reduce the required number of AH units from 3 to 2. Members were in agreement that the AHC should proceed with caution because of the precedent this decision would set. At the present time, neither the AHT nor the AHC e has received the documentation requested or any regulatory agreement from Mr. Yorkis and, therefore, cannot make a full commitment to his request.

Mr. Ferrari contacted the Millis-Medway newspaper and there will be an affordable housing article published in the January issue. Mr. Havens has also reached out to the Milford Telegram and will follow up before the next meeting.

Action Items –

Mr. Havens will follow up with Milford Telegram, and the Committee will review the Town of Acton Guidelines for discussion at the next AH meeting.

Ms. O'Brien motioned to adjourn at 8:24 p.m., Ms. Kramarz seconded, and was unanimously approved.

The next meeting of the AHC is scheduled for January 9th at the Medway Senior Center beginning at 7:00PM.