



**Town of Medway**  
**Affordable Housing Trust Fund**  
**Affordable Housing Committee**

**JOINT MEETING MINUTES**

Wednesday, August 5, 2020 at 7:00 pm

Zoom Meeting Participation

**Board Members:**

	Present	Absent		Present	Absent
Ann Sherry, Chair	X				
Judi LaPan	X		Glenn Trindade		X
Jack Wolfe	X		John Parlee	X	

**Committee Members**

Judi LaPan	X		John Parlee	X	
			Alison Slack		X

**Also Present:**

Douglas Havens, Community Housing Coordinator  
Amy Sutherland, Recording Clerk

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Chairman Sherry opened the meeting for the Affordable Housing Trust at 7:04 pm.  
The meeting for the Affordable Housing Committee opened at 7:10 pm.

**Approval of Minutes:**

**July 8, 2020: Trust:**

On a motion made by Judi LaPan and seconded by Jack Wolfe, the Trust voted unanimously to approve the minutes from July 8, 2020 as presented.

**Roll Call Vote:**

Ann Sherry    aye  
Judi LaPan    aye  
Jack Wolfe    aye  
John Parlee    aye

**July 8, 2020: Committee:**

On a motion made by Judi LaPan and seconded by Jack Wolfe, the Trust voted unanimously to approve the minutes from July 8, 2020 as presented.

**Roll Call Vote:**

**Judi LaPan** aye

**John Parlee** aye

**Glen Brook Way:**

The Trust and Committee were informed that there are no new developments regarding Glen Brook Way. The signed documents are being reviewed by all parties. The goal is to have this project completed in Spring 2021. There is likely to be a staggered lottery process for these units as the buildings become available.

**6 Cutler Street RFQ:**

The Trust/Committee discussed at the last meeting reaching out to realtor in the Town of Medway along with surrounding towns. There were no responses to Doug solicitation of 5 local realtors. Doug Havens provided the list of contacts to Chairman Sherry. There will be further contact with the Medway Business Council and Friends of Medway. A suggestion was made to look at a Mass Housing Grant to see if it was profitable or not to see if it is worth putting one more house on site. Reaching out to Mass Housing will not cost the town any money. Doug did communicate with the Medway Fire Chief about using the site for fire drills. He was not interested in demolishing the house but rather smoke/ventilation training and survival rescue. Doug will follow-up with representatives from the Town of Millis and Medfield for advice on selling town property.

**Kingson Lane Unit 7-5:**

The Trust/Committee discussed that the agreement with the foreclosing bank for Unit 7-5 Kingson Lane to be sold as affordable has been signed by all parties. Chapa will be signing off on the required paperwork. There has been communication that the unit is still occupied. To Doug's best knowledge, the sale of this is moving forward.

**Affordable Housing Committee:**

There was a recommendation to ask the Board of Selectman to actively pursue getting new members to serve on the Affordable Housing Committee.

**Role in promotion of Diversity:**

The Trust and Committee are in receipt of a 3 texts relating to the promotion of diversity. All were in agreement with the adoption of some statement with the goal of trying to invite a more diverse buyer pool of households to the Town of Medway. The Committee/Trust especially is in support of the third statement and would like to make sure we continue to reach out to all sources to provide diversity in fair marketing for future solicitations in the Town's affordable housing inventory. The Committee/Trust would like to discuss this further at the next meeting. It would be great to work on this as Timber Crest is being built. There was a recommendation for Doug to get a timeline of schedule completion for Timber Crest. The Trust/Committee would also like

an updated list of the current Affordable Housing numbers. This will be provided at the next meeting.

**Invoices:**

**Eversource:**

**On a motion made by Judi LaPan and seconded by Jack Wolfe, the Trust voted unanimously to pay the bill for Eversource as presented.**

**Roll Call Vote:**

**Ann Sherry     aye**  
**Judi LaPan     aye**  
**Jack Wolfe     aye**  
**John Parlee    aye**

**Future Meeting:**

- The future meeting date will be Wednesday, September 2, 2020.

**On a motion made by Judi LaPan, seconded by John Parlee, the Affordable Housing Trust voted by roll call vote to enter into executive session to comply with, or act under the authority of, any general or special law, i.e. the Open Meeting Law, G.L. c. 30 A Section 22 (f), (g), to review executive session minutes, G.L. c. 30A Section 21 (a) (7), and not to return to open session.**

**Affordable Housing Trust:**

**Roll Call Vote:**

**Ann Sherry     aye**  
**Judi LaPan     aye**  
**Jack Wolfe     aye**  
**John Parlee    aye**

Respectfully Submitted,

Amy Sutherland  
Recording Secretary

Initially Edited,  
Doug Havens  
Housing Coordinator