



Town of Medway
Affordable Housing Trust Fund
Affordable Housing Committee

JOINT MEETING MINUTES

Wednesday, October 17, 2018

76 Oakland Street

Medway, MA 02053

	Present	Absent		Present	Absent
<u>Board Members:</u>					
Ann Sherry, Chair	✓				
Judi LaPan	✓		Glenn Trindade		✓
			John Parlee	✓	
<u>Committee Members</u>					
Bob Ferrari, Chair	✓		John Parlee	✓	
Michael Leone		✓	Sue Rorke	✓	
Judi LaPan	✓		Alison Slack	✓	
<u>Also Present:</u>					
Douglas Havens, Community Housing Coordinator					
Amy Sutherland, Recording Clerk					

Chairman Sherry opened the meeting for the Affordable Housing Trust at 7:00 pm.
Chairman Ferrari opened the meeting for the Affordable Housing Committee at 7:00 pm.

Minutes:

August 22, 2018:

Trust:

On a motion made by John Parlee and seconded by Judi LaPan, the Trust voted unanimously to accept the minutes from August 22, 2018.

Committee:

On a motion made by Bob Ferrari and seconded by Sue Rorke, the Committee voted unanimously to accept the minutes from August 22, 2018.

2017 Housing Production Plan Re-Certification:

The Trust and Committee received copies of a letter from Department of Housing and Community Development dated October 5, 2018, stating that the Town of Medway is in compliance with its Housing Production Plan. This is effective for one year period from August 16, 2018 to August 15, 2019.

The 44 Subsidized Housing Inventory eligible units in the Glen Brook Way surpassed the 23 necessary to satisfy the one year certification threshold. The current SHI percentage for the town is 8.1%.

Millstone Village:

The town is in receipt of the new affordable housing unit agreement. The price of the affordable housing units has increased to \$194,000.00. This is for the five remaining units to be sold affordably. The goal is to have these units be part of a January 2019 lottery.

Glen Brook:

The project has officially applied for state funding for both Phase I (48 Units – full-range of incomes) and Phase II of the project (44 55+ Units.)

Enforcement of Deed Restrictions:

The Trust and Committee voted at their last meeting to have Doug Havens send letters to residents making sure they are in compliance with the deed restrictions. The Trust and Committee are in receipt of a matrix showing the date when the letters were sent out, the street, grantee and response. This matrix is being updated as the forms are returned.

176 Main Street (Medway Green) Status:

176 Main Street will have only a single affordable unit, making it difficult to find a lottery agent. Doug has reached out to Jennifer VanCampen who may assist them with their regulatory agreement and lottery. There is about 3 to 4 months until this goes to market. The unit will be sold for approximately \$200,000. There will be no age restrictions.

39 Main Street: Intro:

The owner of 39 Main Street is looking to possibly have a friendly 40 B on site. There will be an informational meeting on Monday, October 29, 2018 at 7:00 pm.

Cutler Street Request for Proposals:

The request for proposals for Cutler Street is still being worked on.

Other Business:

- SWAP meeting on Tuesday, November 13, 2018 – topic how to monitor compliance of Affordable Housing.

- 42 Highland Street multifamily project meeting on Thursday, October 18, 2018 at 6:30 pm at the Medway Public Library.

Finances:

Invoices for Payment:

The trust was provided with three invoices for payment:

- Eversource up to \$52.72.
- KP Law \$320.00.
- Doug Havens \$173.69

On a motion made by Judi LaPan and seconded by John Parlee, the Trust voted unanimously to unanimously pay the invoices as presented.

Future Meeting:

- The future meeting date will be Wednesday November 28, 2018 at 7:00 pm

Adjourn:

Trust:

On a motion made by John Parlee and seconded by Judi LaPan, the Trust voted unanimously to adjourn the meeting at 8:15 pm.

Committee:

On a motion made by Bob Ferrari and seconded by Judi LaPan, the Trust voted unanimously to adjourn the meeting at 8:15 pm.

Respectfully Submitted,

Amy Sutherland
Recording Secretary

Initially Edited,
Doug Havens
Housing Coordinator

