



AFFORDABLE HOUSING TRUST

Town of Medway

Affordable Housing Trust Fund

Affordable Housing Committee

JOINT MEETING MINUTES

September 1, 2016

Medway Senior Center, 76 Oakland Street

| | Present | Absent | | Present | Absent |
|---|---------|--------|----------------|---------|--------|
| <u>Trust Members:</u> | | | | | |
| Ann Sherry, Chair | ✓ | | | | |
| Judi LaPan | ✓ | | Glenn Trindade | | ✓ |
| John Maguire | ✓ | | 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 | | | | | |

The Medway Affordable Housing Trust Chairman Sherry called the meeting for the Medway Affordable Housing Trust to order at 7:00 pm.

The Affordable Housing Committee Chairman Ferrari called the meeting for the Medway Affordable Housing Committee to order at 7:01 pm.

August 4, 2016:

Affordable Housing Trust:

On a motion made by John Parlee and seconded by John Maguire, the Medway Affordable Housing Trust voted unanimously to accept the minutes from August 4, 2016 with revisions.

Glen Brook:

The Trust and Committee agree that there needs to be further discussion with the various entities about the availability of funding through the CPC funds. There was a meeting with Jennifer Van

Campen from the Metro West Collaborative Development and various department heads. On Monday September 12, 2016 the CPC will be discussing the project. There was concern about bringing funding of the playground project and affordable housing projects to the same Town Meeting. This needs to have further discussion with the Board of Selectmen and other groups.

Cutler Street:

The members are in receipt of a sheet entitled effect of LIHTC on Cutler Street Pro Forma. This sheet compares Cutler Street and Cutler Street with LIHTC. This includes a breakdown of the costs which include acquisition, site costs, construction, fees/overhead and development. It also includes the various sources of funding. The project would need to be expanded in order to qualify for LIHTC.

Request for Proposal:

The Trust and Committee are in agreement that the questions and revisions of the RFP from the last meeting should be incorporated into the RFP and it should be ready to go out for bid. The opinion from Kopelman and Paige about leasing versus sale has not been received to date.

DHCD Guidelines:

The Committee and Trust are in receipt of a memo dated August 5, 2016 and updated August 18, 2016 in regards to the guidelines regarding local preference when allotting SHI inclusion. 70% is the highest possible percentage of assured "set-aside" units. There was a question if there is some type of preference for veterans. Doug noted that for veterans, the site would need to have services such as counseling or therapy on site. The town can keep a waiting list with the anticipation of rentals coming aboard. We currently do have a list serve of about 20-30 people. The Trust/Committee would like a chart created for the next meeting. The three units at Millstone Village have been assigned. Some of the members were interested in viewing the affordable housing units at Millstone Village. Member LaPan will set this up and an email will be sent out.

Affordable Housing Committee and Trust Milestones:

The members are in receipt of a chart with the activities and actions of the Committee and Trust since 2011 through 2016.

Woodside:

Units 2-6:

The units 2-6 were bought by the bank and the deed is in place.

Units 4-5:

This unit is ready for sale and we need to hear back from CHAPA about the maximum sale price.

Units 7-5:

This unit is heading for bankruptcy and foreclosure. There is currently someone still living there. A lien has been placed on property.

144 Lovering Street:

The Trust and Committee are in receipt of the housing specification numbers for 144 Lovering Street. This property abuts conservation land and is in the process of being foreclosed on. The listing price is \$347,000 and the estimated affordable housing resale could be \$179,000 and the projected subsidy could be \$168,000 – too high for just the housing. Ann warned that legal and closing costs would drive the cost even higher. Doug Havens will further research this.

Zoning Bylaw Meeting:

There was a meeting to discuss shortcomings of the zoning bylaw and specifically the affordable housing component. It was indicated that there should be more emphasis on the building and also the formula used. The next meeting will include having developers provide feedback. The goal of this is to have some recommendations for the spring town meeting.

Budget Reconciliation Form:

The Committee and Trust are in receipt of the budget reconciliation form. The Trust and Committee would like to have a report on the income fund, in Lieu of fund, and State income fund. Doug will pursue establishing regular review of all sources and uses. The issue of allocation within various buckets still needs to be addressed,

On a motion made by Judi LaPan and seconded by John Parlee, the Trust voted unanimously to pay the following invoices totaling \$9,548.93.

- \$2090.00 for Michael Leone
- \$3000.00 for Burroughs Plumbing
- \$2.44 for Columbia Gas
- \$3,500.00 to Karen Sunnanborg
- \$20.49 to WB Mason
- \$936.00 to Kopelman and Paige

Member Leone filed a form that there is not a conflict of interest.

Adjourn:

Affordable Housing Trust:

On a motion made by John Parlee and seconded by Judi LaPan, the Trust voted unanimously to adjourn the meeting at 8:00 pm.

Affordable Housing Committee:

On a motion made by Bob Ferrari and seconded by Mike Leone, the Committee voted unanimously to adjourn the meeting at 8:01 pm.

Respectfully Submitted,

Amy Sutherland

Recording Secretary

Approved October 6, 2016