



AFFORDABLE HOUSING TRUST

**Town of Medway**

**Affordable Housing Trust Fund**

**Affordable Housing Committee**

**JOINT MEETING MINUTES**

February 2, 2017

Medway Senior Center, 76 Oakland Street

	Present	Absent		Present	Absent
<b><u>Board Members:</u></b>					
Ann Sherry, Chair	✓				
Judi LaPan		✓	Glenn Trindade	✓	
John Maguire	✓		John Parlee	✓	
<b><u>Committee Members</u></b>					
Bob Ferrari, Chair	✓		John Parlee	✓	
Michael Leone		✓	Sue Rorke	✓	
Judi LaPan	✓		Alison Slack	✓	
Teresa O'Brien					
<b><u>Staff:</u></b>					
Douglas Havens, Community Housing Coordinator					
Amy Sutherland, Recording Clerk					
<b><u>Residents Present:</u></b> Jean Forgione, Pat & Linda Irr, Kerry Graves, Chris Meo, Jennifer Pavlov, Eric Alexander, Norma Griffin, Kate Meo, Jennifer Shea, Marilyn & Pau Giaquinto					

**Call to Order:**

The meeting for the Affordable Housing Trust was called to order by Chairman Sherry at 7:01pm.

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

**Cutler Street:**

There were a number of residents were present at the meeting: (A sign-up sheet was circulated)

Chairman Sherry provided the historical perspective of this property. It was bought by the town back in 2014 with the intent to develop affordable rental housing. The town recently completed a request for proposals to develop this site. There is no finalization of any plans to date. This

project will not be managed by the town. We are in the process of checking the references of the developer. The goal is to have all of the units affordable. The town can make a very strong case that 70% of the first round of occupancy go to Medway residents.

The residents were concerned that there has been no reach out to abutters.

The Committee indicated that the process is very much in the early stages and the project will be having public hearings with several committees and boards at which point all abutters will be notified and are encouraged to attend.

The meeting was opened to public for questions:

**Jennifer Pavlow, 10 Wellington Street:**

Ms. Pavlow wanted to know if there will be a time to provide input on the design. She is concerned about the traffic and density on this site. She is in support of the affordability aspect of the project.

The Committee indicated that there will be time to provide input during the public hearing process.

**Eric Alexander, 3 Phillips Street:**

Mr. Alexander wanted to know if there was a study done to determine the number of units. He does support affordable housing but feels that the number of units on this site is excessive.

Chairman Sherry indicated that consultants worked on this to present options. This was bought by the town and we want to have a project that will provide state credits.

**Patrick Irr, 13 Cutler Street:**

Mr. Irr referenced a letter from 2 years ago, about being notified if there were going to be any meetings about this property. He would like to be informed when there are any future meetings. He expressed concern of problems with traffic in this area.

**Mr. Meo, 16 Cottage St.:**

This residents indicated that they should have been notified about the meetings.

Glenn Trindade indicated that this project has not held any public hearings. Those will take place once the application is submitted. All meetings are public and residents may attend any and all meetings. If you are an abutter to this project, you will receive an abutter hearing notification.

**Mr. Irr, 13 Cutler St.:**

This resident has a concern about the cul-de-sac being a dead end and there is no guard rail and chicken brook is below.

Glenn indicated that this can reviewed immediately by the town. Ms. LaPan conveyed that there is no guard rail to facilitate the disposal of snow plowed from the street.

**Jennifer Pavlow, 10 Wellington Street:**

Ms. Pavlow wanted to know if the historical structure will remain.

The Committee is working hard to keep the historical part of the building if possible.

**Resident, Jennifer Shea:**

She indicated that she has moved back with her parents since the cost of apartments are so expensive. She stated that there is a need for these type of units. She has seen the apartments on Cottage Street change over town. These units have a lot of turn over.

One resident wanted to know if the financial numbers were presented and if so, can those be provided.

The Committee asked if Doug Havens can provide the interested parties with a link to the other properties which the applicant have developed.

There was a question about the screening of the applicants for these units. The concern if that there may be sex offenders. Mr. Alexander responded most entities such as this are limited on how to discriminate. Sex offenders need to register in towns and those are posted at the police department.

The residents were informed that there will be two accessible unit. Current conceptions include an elevator.

**Issues to address:**

- Management Plan
- Dumpsters with enclosures and gate.
- Guest Parking

The estimated timeframe for starting would be Spring 2018.

Eric Alexander wanted to know if the residents could be sent the RFP with responses.

There was a recommendation to have Jennifer come to an informal meeting with residents to discuss some of the noted issues.

Doug informed the Committee and Trust that the Consultant will be doing the reference checks.

**Woodside:**

Unit 4-5: The Woodside marketing choice of Susan Jacobson was approved CHAPA. Susan is drawing up the contract.

Unit 2-6: A letter was written to CHAPA in regards to following proper procedures relating to the sale of unit 2-6. The initial letter from CHAPA has incorrect dates. Notice will be sent to those residents who have subscribed for information on the Town of Medway website. The Committee and Trust would like all this information posted on the town website. There was a suggestion to have step by step explanation on how to submit the application. Doug Havens relayed that he had recently drafted and sent such a guide to subscribers.

### **Minutes:**

#### **January 5, 2017:**

#### **Trust:**

**On a motion made by Glenn Trindade and seconded by Judi LaPan, the Affordable Housing Trust voted unanimously to accept the minutes from January 5, 2017.**

#### **Committee:**

**On a motion made by Bob Ferrari and seconded by Sue Rorke, the Affordable Housing Committee voted unanimously to accept the minutes from January 5, 2017.**

### **Glen Brook:**

The LIP application for Glen Brook was returned by Department of Housing and Community Development, preferring an alternate form that is used for projects seeking tax credits.

### **MAPC Zoning Bylaw Review:**

There was a presentation by MAPC to the Planning Board on the recent proposed revisions to the Affordable Housing Bylaw. PEDB will hold public hearings. This document is 95% complete. There will be another working session. The final document will be submitted as a proposed warrant article for the spring town meeting.

### **AHT Finance:**

**On a motion made by Glenn Trindade and seconded by Judi LaPan, the Affordable Housing Trust voted to pay the following bills:**

- W.B Mason, Invoice # I41045529 in the amount of \$125.81.
- Ad Print, Invoice # 25951 in the amount of \$33.80
- Thomas B. Carroll Insurance, Invoice #3707 in the amount of \$2,558.20
- Kopelman & Paige November Invoice, in the amount of \$1,404.00

### **Future Meeting:**

- Thursday, March 2, 2017 at 7:00 pm.

### **Adjourn:**

#### **Trust:**

**On a motion made by Ann Sherry and seconded by Judi LaPan, the Trust voted unanimously to adjourn the meeting at 8:50 pm.**

**Committee:**

**On a motion made by Bob Ferrari and seconded by Sue Rorke, the Committee voted unanimously to adjourn the meeting at 8:51 pm.**

Respectfully Submitted,

Amy Sutherland  
Recording Secretary

Initially Reviewed,  
Doug Havens  
Housing Coordinator