

Affordable Housing Trust
Meeting Minutes
May 10, 2016, 8:00 AM
Donaldson Room, Town Offices

Members Present: Renel Fredriksen, Chair, Diana Chirita, George Georges, Laura Sander, B-J Scheff and Vicki Braithwaite

Others Present: Pam Gallup, Housing Consultant, Allen Vander Meulen, Housing Commission, and Elaine Carroll, Adm. Assistant

The meeting was called to order at 8:00 a.m. If necessary, the next regular meeting will be June 2, 2016 after the Housing Coalition meeting, which will start at 7:00 p.m.

Minutes: George Georges made a motion to approve the March 8, 2016 minutes as written and the April 12, 2016 minutes as amended. The motion was seconded by B-J Scheff. The vote to approve was unanimous.

Update on 15 Stonehedge: Elaine said that the LHC is expected to vote on the property at 15 Stonehedge to possibly demolish the dwelling, which means that it would not be available to NuPath for a group home.

Housing Trust Finances and Lincoln Woods: The AHT currently has \$1.6 million available minus the \$300,000 committed to Lincoln Woods, which they will be seeking in the near future. Colleen Wilkins needs the loan documents, which were signed over a year ago. Pam said they may need to be updated. There is no repayment for this loan unless the use for Lincoln Woods changes on the SHI.

Housing Forum: The Housing Forum will be on May 16 at 7:00 p.m. in the Donaldson Room. There has been advertising and flyers posted. Pam said the power point presentation is almost done. The affordable accessory apartment bylaw was sent to us from Kopelman & Paige only a few weeks ago and was supposed to be returned to us in September of 2015. Pam has been working on the changes with Jennifer Burney but they haven't met yet with Gary Taylor. The current thinking is there will be no incentives built into the zoning bylaw, which hopefully the Planning Board will approve. We can put in conditions and make sure they use them. Jen wanted to send the bylaw back to Kopelman & Paige after the changes, but they took too long to do it the first time. DHCD has to approve it before it goes to the Town for approval. If we can get it to DHCD by September, we can go to Town Meeting in March. Pam would like to send it to Kathleen O'Donnell once the changes go to ZBA and Planning because she worked on the Carlisle bylaw which was accepted by DHCD. There are no requirements on which attorney to use. George Georges made a motion to use Kathleen O'Donnell for up to \$5,000 to go over the affordable accessory apartment bylaw. The motion was seconded by Laura Sander. The vote to approve was unanimous.

Pam said the assessors are still on board with giving a tax exemption for creating an affordable accessory apartment. Pam will need to do a memorandum of understanding for the assessors. In addition to the tax exemption, the HC discussed giving a grant of \$25,000 to homeowners to either create an affordable accessory apartment or bring an existing apartment up to code. Diana said that one of the members last night was against giving people money for this program but the majority of the members felt that since there would be no incentives as far as zoning that we need some additional monetary incentive besides the tax exemption since that is only for the portion of the square footage of the apartment. This grant would need to be repaid if the apartment is not kept for 15 years or the house is sold and not repaid if the apartment is kept for more than 15 years. Carolyn Bottum of the COA is in favor of this for seniors who do not want to live alone but whose income is not sufficient to get a mortgage. Pam gave the members a handout showing how much can be charged for 80% of AMI for 1 to 4 bedrooms. Pam said this was too much of a decision to make today. Renel said the AHT could ask for the money from CPA funds. That would be up to 10 grants of \$25,000 each with \$5,000 for attorney's fees and \$35,000 for monitoring fee built into the total of \$290,000. George said that we should take advantage of this bylaw because it may be the only way to stay above 10%, but need to know how

we regulate the use of the money. Pam said this program needs a consultant to do monitoring and have used revolving fund in the past. George Georges moved to accept the concept of the \$250,000 endowment fund. The motion was seconded by B-J Scheff. The vote to approve was unanimous.

Tenants will be picked by a lottery system according to DHCD standards. We can do one lottery and the homeowner has a choice of the first 3 names and the rest go on a ready renter's list. The owner can request the next 3 names on the list who are then asked to go to see the unit and the owner can choose from those or go to the next 3 names. According to DHCD a lottery is necessary because Federal money has touched it including the use of CPA funds or DHCD money, which means you need to go through Affirmative Fair Marketing practices for getting on the SHI. There are no CORI or credit reports until the tenant has been selected. There are only two reasons a person would fail a CORI check and that is if they were convicted of drug dealing or a convicted sex offender. The HC consultant would do the CORI and credit reports and requalify the tenants every year. Because people may be giving up \$4,000-\$5,000 a year by going affordable, we need to find people who want to do this because they believe in the program. The members said we can go with the conceptual idea but need to work out the details. The members are comfortable with Pam going forward with mentioning the grant program at the Forum as long as everyone knows that all the details have not been worked out. Pam suggested the AHT could call this the Hollingsworth Fund, which the members thought was a good idea. That would mean asking Town Meeting to amend the zoning bylaw, amend the tax bylaw, which also has to go to the State and approve the use of CPA funds for the grant program.

300 Cambridge Turnpike: This will be put off until June 2.

AHT Representative: Allen Vander Meulen will be replacing Diana Chirita as the Housing Commission's representative to the AHT. Peggy Elder will need to be notified so that Allen can get on the Board of Selectmen's agenda for his appointment.

Meeting Schedule: Unless necessary, there will be no meetings scheduled in July and August. Renel and Pam will work on the application for CPA funds due in September.

At 9:15 a.m., George Georges made a motion to adjourn the meeting. The motion was seconded by B-J Scheff. The vote to approve was unanimous.

Submitted by Elaine Carroll