

Lincoln Housing Commission
Meeting Minutes
June 6, 2016, 7:00 p.m.
2nd Floor Conference Room, 16 Lincoln Road

Members Present: Diana Chirita, Chair, Sharon Antia, Allen Vander Meulen, Peter Georgiou, and Mary Sheldon

Others Present: Noah Sawyer, TCB, Pamela Gallup, Housing Consultant, and Elaine Carroll, Adm. Assistant

The meeting was called to order at 7:00 p.m. Sharon Antia made a motion to approve the minutes from the May 9, 2016 meeting as written. The motion was seconded by Peter Georgiou. The vote to approve was unanimous. The next scheduled meeting will be September 12, 2016 at 7:00 in the 2nd Floor Conference Room.

Lincoln Woods: Noah Sawyer, Senior Project Manager for The Community Builders (TCB) came in to talk to the members about the affordability of the units at Lincoln Woods. Diana said that Ursula Nowak had worked with several clients who said their affordable unit went to market rate or tenants were evicted for no reason or for having other people stay too long in their units. Mr. Sawyer said that he is more on the development side of it but said there are 125 units with 53 being market rate units and 72 in the 13A program since 1975. 40 units are for moderate income and 32 are for low income with vouchers and 40% of their income toward rent. He said the 13A program is expiring because the State is running out of money but he has talked with Mass Housing to extend the program. The new contract for the 32 units is extended for 15 years and probably another 15 years after that with no change. TCB has agreed to no increases until 2017 then only small increases. If the program cannot accommodate them, they need to pay market rate. The tenants can work with the staff at TCB to follow the rules and they try to protect the residents that are already there. Mr. Sawyer showed the members a letter sent to all the residents explaining the renovations and system for determining rent calculations. He said that Ursula should have any residents with problems come in to see the staff for help. If they go over 60%, which is now \$44,340 in income, they no longer qualify. The affordable income for a one-bedroom unit would be \$971 and market rate would be \$1,400, which should not be a burden. He said there are 8 residents that do not qualify now because they are making more money and are paying market rate rent. The waste water treatment plant had to be repaired because of structural issues forming, which cost almost a million dollars. They also added roof-mounted and ground-mounted solar panels. The renovations are about 50% complete. They needed to change the staff for the construction company because the original staff was not working out. The new team is in place now and work is going along much more smoothly. The units are cleaned twice before moving any tenants back in to their units. There are also movers to help the tenants pack up and move their things in and out. There are 20 units vacant being used as hotel units to move people around. After the renovations are completed, 16 of those 20 units will be affordable. The material used to renovate the units are the same for market rate and affordable. The tenants can be moved around if they need a smaller or bigger unit. In 1975 there were 2 accessible units that needed to be upgraded to today's standards and 4 new accessible units coming up in the fall, which are sometimes hard to fill. Lincoln Woods is an ideal situation because of its closeness to the grocery store, post office and train. Mr. Sawyer said there is a capacity to grow on the site since they are not near the water load but there is not much land left for an expansion of the plant. They are looking closely at parcels not being utilized. Maybe in October when the renovations are done, they could talk to the Town about adding more units. Parking could also be a problem. Right now there are 190 spaces but some of the guest parking is taken up by on-site storage and the trailer. They do have a community bulletin board and will be hiring someone to coordinate with the residents. The members would like to have the opportunity to post events on their bulletin board and possibly have a town-wide gathering. He will try to get a number for the members of how many seniors are currently in Lincoln Woods.

Update on Affordable Units: Allen said that in October he and Gerry O'Doherty went through the units to see what might need to be done for maintenance. Most of the units are in good condition but 65 Tower Road will

need renovations and possibly a chance to change the property to two units as was done at 75 Tower Road. The septic will need to be updated and the Water Department consulted because of the Tower Road well. Allen will look into the existing septic and pumping records to see how the system is working. The decision to do a Title 5 Report at 65 Tower Road will be put off for now. At 75B Tower Road, Gerry came in for a roofing permit to fix the leak near the front dormers. There were also complaints about the job that the mowing company was doing at 75 Tower Road. Elaine will check to see if we have a contract with Byrne Tree and contact them about the complaints. Richard Blanc would like to have bark mulch delivered so that he can spread it over the Sunnyside Lane units. The members felt that a better location to dump the bark mulch needs to be found and Gerry will meet with Richard to discuss this so that nothing interferes with other tenants.

Update on Public Forum: Pam Gallup said that Renel Fredriksen wants to get a legal opinion from Town Counsel regarding the \$2,000-\$4,000 feasibility loan for new affordable accessory apartments and will be creating a letter to see if it is reasonable and whether the loan is paid back or not. Pam said the Codman Trust or Lincoln Foundation may have funds for this and do we have a liability for the Town if an outside company puts up the money. There are laws on how you deal with elderly people. The next step will be to have a brunch at the Council on Aging on Thursday, July 28 at 11:00 a.m. for a discussion with seniors about adding an affordable accessory apartment to their homes. Sharon will work on publicity for the brunch and have something put in the CoA newsletter.

Update on RFQ: Pam Gallup was the only person who responded to the RFQ. Peter Georgiou made a motion to hire Pam Gallup as Housing Consultant with the contract running from June 13, 2016 to June 13, 2017 with two one year renewal after that. The motion was seconded by Allen Vander Meulen. The vote to approve was unanimous.

CPC Representative: The Housing Commission needs a representative on the CPC and Peter said that after the elections in September he would be willing to serve as the representative. The CPC doesn't usually start meeting until after September so this would work out.

At 8:45 p.m. Sharon Antia made a motion to adjourn the meeting. The motion was seconded by Allen Vander Meulen. Vote to approve was unanimous.

Submitted by Elaine Carroll