

AFFORDABLE HOUSING TRUST FUND

January 15, 2019

10:00am

2 Fairgrounds Conference Room

Board Members Present: Brian Sullivan (Chairman), Brooke Mohr (Vice-Chair), Linda Williams (10:25am-10:31am) Reema Sherry, Rita Higgins(arrived 10:12am), Charity-Grace Mofsen, Judith Wagner

Board Members Not Present: None

Others Present: Tucker Holland (staff), Megan Trudel (staff), Anne Kuszpa

I. Call to Order

Brian Sullivan called the meeting to order at 10:05am

II. Approval of Agenda

Brooke Mohr moved to approve the agenda, Reema Sherry seconded the motion. Motion carried unanimously.

III. Approval of Minutes

Approval of the Minutes continued to then next meeting

IV. Signing of then Monohansett Deed Discussed/Voted at November 20, 2018 Meeting

Continued pending the approval of Town Council

V. Meeting Site Move- Update

Brooke Mohr moves to authorize Megan Trudel to establish a contract to video meeting while Brian Sullivan simultaneously petitions the Select Board to pay. Judith Wegner second the motion. The motion carried unanimously

VI. Operations

Brian Sullivan requested to bring the budget to the next meeting to discuss a true operating budget.

The Board discussed the following as items to improve operations:

- Communication with other Boards
- Land Bank, ZBA, NPEDC, Fin Com SB, PB, HDC in fill a calendar

- Informational Distribution Follow Up as a future standard agenda item.
- Networking-creating a list of places to go and a list of invited to AHTF meetings
- Discussion of infrastructure of housing
- Creating advisory positions, regular check ins with specific people to **weigh in on their areas of expertise**
- Pursue funding mechanism-add donations to the list
- Reviewing staffing needs**
- Develop an orientation process for any new members

VII. FinCom Presentation

Taken Out of Order

Linda Williams update on FinCom presentation.
Discussion subject to the CPC meeting scheduled for 1/15/19. Continued for further discussion at a future meeting.

VIII. RFI Development

Discussion about putting out general RFIs for three different parameters.

1. Land acquisition to see if there is interest to see undeveloped buildable property.
2. Are there existing owners out there that are interested in creating a covenant home that need financial resources to do so? "Covenant Cost Assistance"
3. Improved properties (existing home)

IX. Procurement Process Review

Continue to next meeting

X. Community Communication Memo

Not discussed as it's own agenda item

XI. Discussion of \$30 Million Citizen's Warrant Article

Discussion regarding the Finance Committee meeting and the feedback given pertaining to the article.

XII. Town Owned Property Study

Tucker Holland has maps and would like to narrow down

XIII. Budget Review

Continued to a future meeting.

XIV. Board Comments

Operations -sign up for projects and add as a future agenda item

XV. Public Comments

Anne Kuszpa- provided an update on two projects:

-4 SHI Units pending approval from DHCD , lottery is scheduled for January 23rd, for occupation on February 1st

-18 Ticcoma-SHI eligible unit is ahead of schedule-hoping to have occupied for June

XVI. Other Business

NONE

XVII. Adjourn

Rita Higgins motioned to adjourn. Brooke Mohr seconded the motion. The motion carried unanimously.

The meeting adjourned at 12:33pm

Submitted by:
Megan Trudel