

AFFORDABLE HOUSING TRUST FUND

Wednesday, May 23, 2018 9:00AM

2 Fairgrounds Road Conference Room

Board Members Present: Brian Sullivan (Chairman) Linda Williams (Vice-Chairman), Rita Higgins, Brooke S. Mohr, Reema Sherry, John Trudel, III, Charity Grace Mofsen

Board Members Not Present:

Others Present: Megan Trudel (Staff), Tucker Holland (Staff), Judi Barrett, Marita Scarlett

- I. Linda Williams called the meeting to order at 9:14 AM
- II. Rita Higgins moved to approve the agenda, Reema Sherry seconded, motion carried unanimously.
- III. Rita Higgins moved to approve the minutes from the April 17, 2018 meeting, Reema Sherry seconded, motion carried unanimously.
- IV. Linda Williams welcomed Charity Grace Mofsen as the newest member on the AHTF.
- V. Linda Williams welcomed Marita Scarlett (who applied for CCAP) and reviewed the packet with the group. There was discussions regarding the sewer, well, and easement for the property in question, 17 and 17A Helen's Drive. Marita Scarlett confirmed that there is an agreement in place with the neighbor. Linda Williams proposed looking into a program that would help with utility connections for approved applicants. Reema Sheery agreed that it is within the charter to structure such a program. Brooke Mohr clarified to Marita Scarlett, that the Boards back and forth regarding subsidizing utility connections is simply a discussion at this point and to not base decisions on this discussion. Brooke Mohr moved to authorize the Scarlett application for 17A Helen's Drive, Rita Higgins seconded and the motion carried unanimously.
- VI. Linda Williams discussed background on applicant Peter Brace, who's applied for CCAP for 67A Milestone Rd. John Trudel asked if he had been approved by a lottery agent and it was determined that Peter Brace has. Brooke Mohr moved to approve the application, Rita Higgins seconded, motion carried unanimously. John Trudel asked to table a discussion for a later date to clearly define our asset limitations. Rita Higgins agreed. Brooke Mohr raised that point that just because you have an asset attached to your name does not necessarily mean that it's yours to use.

Brian Sullivan arrived at 9:33am
- VII. Edits to the CCAP application were discussed. Brian Sullivan and John Trudel discussed not approving applications until there's a P&S in place as to not tie up funds for other applicants. Other edits included asking if there was an accepts offer to purchase and some minor language changes.

At 10:00am Linda Williams leaves

- VIII. Megan Trudel circulated a spreadsheet of all current and past members of the AHTF with a check list of required documentation and term expirations. She will connect with members on an individual basis for any missing materials.
- IX. Tucker Holland spoke about how the Town was approached to purchase a free-standing condo and wanted to know if there was interest from the AHTF before the homeowner listed on the open market. John Trudel recused himself from the discussion. It was discussed among the group how the AHTF could help. Two options were discussed; Buying the property and selling it at a price that would be for under 150% AMI, or to subsidize some of the purchase price to bring the affordability to either 80, or 100% AMI which would add the property to the SHI list. Tucker Holland suggested familiarizing with the procurement process for the multiple scenarios.

Linda Williams comes back at 10:14 am

- Brian Sullivan brought Linda Williams up to speed on the discussion. Brooke Mohr motioned to communicate the interest of the AHTF with the owner and to authorize Tucker Holland to discuss purchasing and subsidizing procurement options with Brian Turbitt. Rita Higgins seconded the motion. Brian Sullivan, Brooke Mohr, Charity Grace Mofsen, Rita Higgins and Reema Sherry voted in favor, Linda Williams opposed, John Trudel recused.
- X. Brian Sullivan updated the group on 5 Bartlett Farm. The procurement is currently at a standstill due to the property being determined not to be unique enough to bypass the RFP process. The group collaborated on a list of reasons as to why they feel the property is unique. Brooke Mohr moved to authorize Tucker Holland, Brian Sullivan, and Linda Williams to review the uniqueness of the site with Brian Turbitt, determine if an RFP is required, and if so, to draft the RFP. Rita Higgins seconded the motion and the motion carried unanimously.
 - XI. There was no public comment, though the group discussed the recent article in the Boston Globe regarding the Miacomet Gold Club Housing as well as the potential for the Housing Bank Bill.
 - XII. Judi Barrett-Strategic Planning Session 1-see attached notes.
 - XIII. Meeting adjourned at 1:30pm

Submitted by Megan Trudel