

27 September, 2016 Minutes  
Housing Committee

Meeting called to order at 10:30 AM

Present: Carol Bacon, Alan Chaney, Jon Hughes, Dana Metzler, Brian O'Donnell  
Tracey Hutton, Town Administrator  
Lynn Sweet of LSD consulting firm

1. Lynn Sweet gave an overview of the completed MUD District plan.

Points: focus is on senior housing

8 duplexes (townhouses) with no income limits, privately owned,  
relatively small (1800 sq.?)

24 rental apartments (3 buildings)

If all are "affordable, at 60% of AMI, they would qualify for tax credits  
For the developer – an inducement! Also, the State is awarding  
grants for 2 or 3 age-restricted projects per year – and we have the  
data showing need. Pre-app & app deadlines are Dec. & March; aim  
for next year?

We COULD go traditional "40B style": 75% market rate and 25% <80%  
AMI.

Alan asked what about 50/50 scenario; Lynn will check the numbers (in  
terms of financial practicality.)

As noted above, project must be balanced enough to attract developers.  
Could be 1 or 2 developers, or do the in fee duplexes first, to provide  
cash for the rentals

Lynn: It might be good to run the scenarios by a local developer for  
evaluation.

Also need to consider possible \$ impact of retail spot (Snell lot).

An aside (Lynn): A traffic study would be a good idea.

Further point from Lynn:

There will be "right of reverter" clause in the contract for lack of  
performance.

A town meeting vote needed for sale/lease of the land.

NOTE: Under the current numbers, the Town would get \$600,000  
which could go to the Affordable Housing Trust Fund.

The RFP needs to meet the Town's need but be attractive enough to  
draw interest.

2. Tracey will write the RFP and LSD will be retained to review it before it goes out.  
Agreed to seek funding from CPC Administrative fund for LSD fee.

Points: Given the heating housing market, we need to move quickly, with RFP Out and developer chosen before 2017 Annual Town Meeting.

Need to meet with Brian Falk (Town Counsel) next meeting to discuss.

Do we need an architect's input to ensure conceptual plan is clear?

Lynn will update spread sheet, and ..... Her work here is done!  
(Happy trails to youooooo, until we meet again!)

3. Minutes of 15 July 2016 & 02 August, 2016, read and accepted.

4. Carol noted 2 upcoming meetings of interest: 10/14, 9:00 AM, open house at new, non-age-restricted Chelmsford public housing.

10/18: 8-unit group house opening somewhere!

→ next mtg: 11/1/16

5. Mtg. adjourned 12:10 PM

Happily Submitted,  
Alan Chaney, Sec.