

Workforce Housing Commission Minutes
November 17, 2008
Falmouth Town Hall, Large Conference Room

PRESENT:

Housing Commissioners: Willie Audet; Lisa Bousquet; Tim Bryant, Chairman; Donna Cheney, Secretary; Ward Graffam, Vice Chairman; Paul Strout

Town Representatives: Dave Libby, Town Councilor, Theo Holtwijk, Director Long Range Planning

Developer Representatives: Jim Hatch, Kevin Bunker, Phil Kaplan

Resident: Tim Flaherty, neighbor

Advisor: John Gallagher, Westbrook Housing Authority

The meeting was called to order by Vice Chair, Ward Graffam at 6:05 P.M.

1. **Review and Approval of Minutes:** The Minutes of the September 15th meeting were unanimously approved.
2. **Review of Developers Collaborative/Portland Builders draft work plan:** Tim Bryant, Chairman, took over the meeting. Kevin Bunker and Jim Hatch reviewed the plan for Phase 2 from the design and financial standpoints. The purpose was to review the original proposal to agree to the design and affordability of the program. Phase 2 will result in a final design and financial plan which will outline requirements for possible contract zoning. This plan will be presented to the Town Council for approval.
3. **Next Steps:** Developers Collaborative will pose questions for the Commission to determine our target population for workforce housing. From that we will be able to determine site and size requirements for the first building phase.
4. **Other Business:** Tim Bryant resigned from the Commission due to schedule conflicts. He nominated Ward Graffam as the new Chairman and Willie Audet as the Vice Chairman. Both nominations were unanimously approved by the commission.
5. **Next meeting:** Next meeting date is TBD. Theo will be in touch.

The meeting was adjourned at 7:05 P.M.

Respectfully submitted,
Donna Lee Cheney, Secretary