

# Town of Georgetown



Affordable Housing Trust  
1 Library Street  
Georgetown, MA 01833

Affordable Housing Task Force  
Phone: (978) 352-5713  
Fax: (978) 352-5725

**MEETING MINUTES**  
**AFFORDABLE HOUSING TASK FORCE**  
**Wednesday, May 15<sup>th</sup>, 2013**  
**Memorial Town Hall**  
**2<sup>nd</sup> Floor Meeting Room**  
**7:00 p.m.**

**Present:** Tim Gerraughty, Chairman  
Shawn McGee, Task Force Member  
Paul Nelson, Task Force Member  
Frank Puopolo, Task Force Member

Howard Snyder, Trust Agent

**Attending:** Andrew DeFrenza, Harborlight Community Partners

**Meeting Opens** at 7:02pm.

**Approval of Minutes:**

- AHTF Minutes of April 9<sup>th</sup>, 2013.**  
{Minutes passed to next meeting of the Task Force}

**Task Force Report:**

- Any concern of a task Force Member:**

Mr. Nelson: I would like to have a discussion of the funds available for housing creation.

{Discussion of funds available in the affordable housing trust.}

Mr. McGee: Any funds we use with a developer should be negotiated. Is it possible to offer a combination of money and lands?

Mr. Puopolo: There is a need in town for rental properties.

Mr. Nelson: I agree there are rental issues. We should have a discussion with the Georgetown Housing Authority.

{Andrew DeFranza arrives at 7:06}

Mr. McGee: {Introduces Task Force and its' ideas of developing properties.}

Any person with a disability who wishes to attend this public meeting and needs a reasonable accommodation, please contact the ADA Coordinator at 978-352-5755 or mfarrell@georgetownma.gov.

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## New Business:

### **1. Harborlight Community Partners: Invitation to discuss affordable unit creation.**

Mr. DeFranza: {Introduces Harborlight Community Partners. Work with land trusts, subsidizing agencies such as MHA.}

Mr. DeFranza: We have some work in projects that establish affordable rental that provided assistance to some families. Often these programs are complicated with financing and delivery of services. Any supportive services component depends upon the scale of the development. Must be careful of age restriction projects. Best product now is one that addresses the mixed market.

Mr. Nelson: Is it lower income only? What is the funds generator?

Mr. DeFranza: Harborlight is a "Social entrepreneurs" where money is made to generate capital for the next project. Developments we participate in often receive back 10% from the State but we use those for contingency items. Partnering with Towns bring their benefit of knowledge of the political landscape, local issues and ability to foster local partnerships. Money generation is ongoing and streamline with budgets based on cash flow with management practices.

Mr. Nelson: The Town has the Trust and knowledge of the politics with two members being Selectmen. We have the CPC and federal and state participation.

Mr. Puopolo: {Reviews known funding sources Trust and task Force could pursue.}

Mr. DeFranza: We are on both ends of development. We develop to own and manage.

Mr. Gerraughty: Is there a minimum development size for you to be involved in?

Mr. DeFranza: With rental development, the minimum is twelve when the State is involved. We did work on a four unit in Hamilton at about 50k a unit and did so with nine sources of funding. The development is on Willow Street near the Weathervane. The Board will not work on a development not less than 10. With more local cash involved it is easier to get the State involved. Rockport was at one million for 30 units. A 30 to 50 unit development is the sweet spot. The State is often at 25 – 50 units and with phased development. The operating side becomes the most important factor.

Mr. Nelson: What do you know is the most difficult issues with Towns?

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Mr. DeFranza: With smaller Towns the issues become getting residents past the often unfounded concerns of parking, family sizes and school age children, the idea of a developer with non-profit status and tax implications. It is all about perception.

Mr. Gerraughty: Do you involve yourself with rehab?

Mr. DeFranza: Not often but we have.

Mr. Puopolo: The Trust has some money and the Town has an inclusionary zoning bylaw.

{Discussion of Trust fund availability and budget to work with.}

Mr. McGee: {Discussion on possible performa.}

Mr. DeFranza: We work on prospects and develop possible alternatives. The cost is ours and not the Town's that we are working with.

Mr. Gerraughty: Georgetown is septic. Do you work with sewer?

Mr. DeFranza: Yes. We have done development with and without sewer treatment plants.

Mr. Nelson: What is the process now? Next steps?

Mr. DeFranza: Inviting me here to meet is the first step. Setting up and establishing contact. Next is we work together on evaluation of need and sites. These steps need little cash. Next steps involve getting into the site design and that involves more cash.

{Mr. DeFranza and AHTF wrap up discussion and Mr. DeFranza departs.}

Mr. McGee: We need to review our budget numbers with coordination with the Trust.

{Discussion of possible properties in Town.}

## **Public Report:**

### **1. Concerns of the Public:**

{None.}

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## Agent Report:

### 1. Rental Subsidy Program.

{Agent updates AHTF regarding rental subsidy program. Discussion on parameters of household size and ages.}

Mr. Nelson: {Discussion of Longview Apartments. Two monitoring agents. Will need to contact and work with Town Administrator for the purpose of contacting the two monitoring agents. Discovery is needed regarding the number of renters and rental costs associated with the affordable units.}

### 2. Schedule of meetings for the Task Force:

Mr. Snyder: Need to establish a schedule of meetings.

{Discussion of meeting schedule results in AHTF meeting the first and third Thursday of each month at Town Hall on the second floor at 8:30am. Time to be noticed at the Town Clerk's office.}

Mr. Gerraughty: **Motion** to adjourn.

Mr. Nelson – **Second**.

**Motion carries; 4-0; Unam..**

**Adjournment** at 8:25pm.

## Next Meetings:

06/06/13

06/20/13

07/04/13

07/18/13

08/01/13

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