

# Town of Georgetown

Affordable Housing Trust  
1 Library Street  
Georgetown, MA 01833



Affordable Housing Task Force  
Phone: (978) 352-5713  
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## **Meeting Minutes April 3<sup>rd</sup>, 2013 3<sup>rd</sup> Floor Meeting Room, 7pm**

**Present:** Tim Gerraughty, Chairman  
Paul Nelson, Trust Member  
David Surface, Trust Member  
Chuck Keilty, Trust Member

Shawn McGee, Task Force Member  
Paul Nelson, Task Force Member  
Frank Puopolo, Task Force Member  
Tim Gerraughty, Task Force Member

Howard Snyder, Trust Agent

**Meeting Opens** at 7:05pm.

### **Approval of Minutes:**

#### **1. March 6<sup>th</sup>, 2013 and March 20<sup>th</sup>, 2013.**

Mr. Gerraughty - **Motion** to approve March 6<sup>th</sup> minutes as written and March 20<sup>th</sup> minutes as amended.

Mr. Nelson – **Second.**

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

Mr. McGee - **Motion** to approve March 6<sup>th</sup> minutes as written.

Mr. Nelson – **Second.**

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

### **Correspondence:**

#### **1. HOME Consortium**

Mr. Snyder – {Updates Trust and Task Force on email and discussions with HOME Consortium regarding funds for next fiscal year and limitations with rental subsidy program. }

### **Vouchers:**

#### **1. Kopelman and Paige, P.C.**

Mr. Surface - **Motion** to voucher as presented.

Mr. Nelson – **Second.**

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

**New Business:**

**1. State of the Town 2013**

{Agent distributes draft three page powerpoint presentation.}

Mr. Snyder – The annual State of the Town will be held during the Selectman’s meeting on April 8<sup>th</sup>. I have prepared a draft of the presentation to be made for the Trust.

{Discussion and revisions made regarding the presentation.}

**Old Business:**

**1. Rental Subsidy Program.**

{Agent Distributes updated documents regarding rental subsidy program.}

Mr. Snyder – Program documents updated to address comments I received from Martha Solish. These have been forwarded to Town Counsel for final comments and returned to me without any additional changes. We do need to finalize the date and location of the informational hearing.

{Discussion regarding the informational meeting.}

Mr. Snyder - I will revise the flyer with the date of April 22<sup>nd</sup> per the Task List. The location of the high school cafeteria and a time of seven pm will be confirmed with the school.

{Letters written for mailings handed out.}

Mr. Puopolo – I have written some draft letters that will be mailed out for the informational hearing.

{Discussion of letters to be mailed. Completed letters will be mailed from Town Hall.}

**Task Force Report:**

**1. Concerns of the Task Force:**

Mr. Nelson – The Task Force tried to have a meeting last week but was unable due to lack of quorum. We plan on trying to meet next Wednesday and meet independent of the Trust.

Mr. McGee – The Task Force has been active with letters regarding the informational meeting and investigating properties for rehab.

Mr. Surface – Are the letters to go to real estate agents also?

{Discussion of possible addressees.}

**Trust Report:**

**1. Concerns of the Trust:**

{None.}

**Agent Report:**

**1. Agent's Annual Review:**

Agent – I would like to have the Trust to review my efforts over the last year.

Mr. Surface – Would you investigate with Janet if she has a format that we could follow.

Agent – I will. I find a form I would like to include the Task Force as I will be interacting with them and perhaps the form may allow for some discussion on my role with the Trust and Task Force in the future.

**2. Trust Chairman: Vacancy:**

Mr. Surface – I feel comfortable discussing this item now even though we are without Mr. Trapani who is out of the country and unavailable for the vote.

Mr. Surface - **Motion** to appoint Mr. Gerraughty for the position of Chairman for the Trust.

Mr. Keilty – **Second.**

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

Mr. Surface - **Motion** to adjourn.

Mr. Nelson – **Second.**

**Motion carries; 8-0; Unam..**

**Adjournment** at 8:05pm.