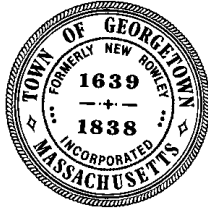


# Town of Georgetown

Affordable Housing Trust  
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## **Meeting Minutes** **June 27<sup>th</sup>, 2012** **Town Hall** **7pm, 3<sup>rd</sup> Floor Meeting Room**

**Present:** Charles Waters, Chairperson  
Tim Gerraughty, Member  
C. David Surface, Member  
Paul Nelson, Member  
Howard Snyder, Town Planner and Trust Agent

**Absent:** Philip Trapani, Member

**Meeting Opens** at 7:15pm.

### **Approval of Minutes:**

1. **June 13<sup>th</sup>, 2012:**  
Mr. Gerraughty – **Motion** to approve Minutes as presented.  
Mr. Surface – **Second**.  
**Motion Carries;** 4-0; Unam..

### **Correspondence:**

1. **Community Meeting Notice for 76 – 78 North Street:**  
Mr. Snyder – Discusses with Trust the owners of 76 – 78 North Street held an outreach meeting with the general public to discuss development options for their property. Agent was unable to attend.
2. **Vouchers:** {Approved minus Kopelman and Paige No. 92692 and GatehouseMedia held over till next meeting as the contract with Tewksbury Housing Authority needs to be reviewed relative to advertising expenses.}

### **Old Business:**

1. **4 True Lane:**

Mr. Snyder – 4 True Lane is under agreement and the purchase and sale agreement will be distributed shortly. The previously agreed upon buy down amount will be confirmed as the agreed purchase price is no fixed.

Mr. Waters – What needs to be confirmed is what the sellers owe the Trust for capital improvements to the property. Requests the Agent to acquire copies of the two payments from the town Accountant. This information is then to be forwarded to the Trust's counsel that will be reviewing the purchase and sale agreement.

**2. 201 Central Street:**

Mr. Snyder – The purchase and sale agreement is not yet established.

Mr. Waters – The expiration date of the buy down amount needs to be confirmed.

**3. AHT Coordination with Town Boards and Commissions:**

Mr. Gerraughty – Will reschedule with the Planning Board for one of the August meetings.

Mr. Waters – Will reschedule with the Zoning Board. The CPC meeting will be rescheduled for a date so the grant agreement can also be discussed.

**4. Martha Solish:**

Mr. Waters – {Introduces Martha Solish}. Our discussion at the last meeting involved a rental subsidy program from a big picture perspective and considered pricing possibilities and expenditures that could be expected.

Ms. Solish - {Summarizes previous meeting before the AHT}. Coordination with the Agent has established some understanding of inventory that may be considered for a rental subsidy program. Money available from HOME is difficult to apply to a rental program due to managing money flows. Consider working with the Housing Authority as experience in other Towns is that few programs work outside of the local housing authority. Recommend case management and social work aspects to ensure benefactors of subsidy have tools available to them and are making efforts to improve.

Mr. Surface – Contact with social workers and agencies first then assist in rental subsidy?

Ms. Solish – Will research.

Mr. Snyder – Will contact directors of group homes and food pantries such as those at Saint Mary's.

Mr. Waters – Need some community outreach first. Start with Council on Aging and understand if assistance is needed for transition into Trestle Way.

Ms. Solish – Also consider substandard housing conditions and homeowner rehabilitation program(s). {Distributes task list and DAP info and discusses}.

Mr. Waters – A memorandum of understanding needs to be established between the Trust and Coastal Homebuyers.

Mr. Surface – Determine a list of people in need of assistance? Market AHT for rental assessment?

Ms. Solish – Needs assessment to be done and the inventory availability and needs established. Concern that one year timeline for those you are assisting.

Mr. Surface – We will work to get the sunset piece correct.

Mr. Waters – Next meeting should establish the cost of the program(s) and fee(s) associated with management. Consider an upset limit and open ended for consulting services.

Ms. Solish – This will be an ongoing effort and the per diem quantity TBD.

Mr. Waters – next meeting is on July 18<sup>th</sup>. The AHT is to discuss and determine with vote the direction. We will contact Coastal Homebuyers regarding the next step at this meeting. We should have a rough scope of services at the first August meeting of the Trust.

Mr. Surface – **Motion** to adjourn.

Mr. Gerraughty – **Second**.

**Motion carries; 3-0; Unam..**

**Adjournment** at 8:40pm.