

Town of Georgetown

Affordable Housing Trust
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Meeting Minutes - DRAFT October 3rd, 2012 Town Hall 7pm, 3rd Floor Meeting Room

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

Absent: Charles Waters, Chairperson
Philip Trapani, Member

Meeting Opens at 6:00pm.

Approval of Minutes:

1. August 14th, 2012:

Mr. Gerraughty – **Motion** to approve minutes of August 1st, 2012 as presented.

Mr. Nelson – **Second.**

Motion Carries: 3-0; Unam..

Correspondence:

1. Kopelman and Paige: Memorandum Regarding Community Preservation Act.

Mr. Snyder - I distributed a copy of a memorandum from Kopelman and Paige regarding their interpretations of recent changes made to the CPA.

Mr. Nelson – I believe that the memorandum has a conflict in their interpretations. Under Community housing, item no 1 and item no 2. I believe that we should speak with the Trust's counsel at Kopelman and Paige and ask them to relook at the CPA changes. In particular, regarding rental subsidy.

Mr. Surface – I suggest we have Paul review it first and then discuss again prior to speaking with Kopelman and Paige.

2. Vouchers:

a) FedEx and Kopelman and Paige

Mr. Gerraughty – **Motion** to approve voucher number 13-05 consisting of an invoice from FedEx in the amount of \$30.71 and an invoice from Kopelman and Paige for \$3,570.

Mr. Surface – **Second.**

Motion Carries: 3-0; Unam..

b) Massachusetts Housing Partnership:

Mr. Gerraughty – **Motion** to approve voucher number 13-06 consisting of a registration form from MHP in the amount of \$25.00.

Mr. Surface – **Second.**

Motion Carries: 3-0; Unam..

c) Georgetown Housing Authority:

Mr. Gerraughty – **Motion** to approve voucher number 13-07 consisting of a maintenance agreement in the amount of \$440.00.

Mr. Surface – **Second.**

Motion Carries: 3-0; Unam..

New Business:

1. CPC Funding Cycle Project Suggestion Period:

Mr. Snyder – {Discusses GCPC Project Suggestion Form}.

Mr. Gerraughty – We should seek a specific number for the consent calendar.

Mr. Surface – Yes. We should work with the CPC and achieve the same numbers as last year without a project.

Mr. Gerraughty – A specific number annually with the consent calendar and specific funds from the CPC to fund specific projects.

Mr. Surface – What is our annual set aside? It is variable with in lieu of payments and CPC funds.

Mr. Nelson – I have the numbers and will send them out.

Mr. Gerraughty – We should establish an annual number to work from.

Mr. Surface – The Agent should find out how much is going to the AHT from CPC each year.

2. Affordable Housing Task Force:

Mr. Surface – I requested this be placed on the agenda. We could have joint meetings of both and assign work with items such as housing inventory. One member is still active and the remainder should be appointed by the Selectmen.

Mr. Nelson – I thought the AHTF could be in front of the Trust, fulfilling tasks. Management of the AFHT would be key.

Mr. Gerraughty – We could reorganize from five members to three and be task specific.

Mr. Surface – Tasks outlined in the HPP could be given to the Task Force – acting as a functional arm.

Mr. Nelson – Tasks to the right people.

Mr. Surface – We also need to consider the opening on the Trust.

Mr. Gerraughty – It would be helpful to have an attorney on the Trust.

Mr. Surface – Suggestions on persons? How about if a member sits on both to maintain direction as maybe we will have joint meetings.

Mr. Nelson – I believe we only have one more outdated deed rider in the inventory.

Mr. Gerraughty – Sand and Gravel right?

Mr. Surface – The Agent should locate Sean McGee’s info.

Old Business:

1. 4 True Lane: Status of Sale and Purchase:

Mr. Snyder – The buyer is nearly complete with a new bank for their loan commitment. The seller’s attorney has issued to the AHT a second amendment to the P&S that shows all parties agreeing on the closing date of October 31st.

Mr. Surface – We should make a call out the closing attorney.

2. Rental Subsidy Program:

Mr. Nelson – I have a question on Item #4 and Item #11. With item number four, the term “contractor.” With Item #11 the inference of “municipality.” The Selectmen should be signing at the end.

Mr. Snyder – I will have the Trust counsel review and then forward to Martha. I will contact her also to discuss separating items in Exhibit A and Exhibit B over two fiscal years.

Mr. Nelson – We need to establish an initial list of approved rental properties that could be used. An established agency with case management. An agency such as Martha represents.

Agent Report:

1. Records of the Affordable Housing Task Force:

Mr. Snyder – Please send in any records that you may have or know of to the Trust so all records can be centralized.

Mr. Surface – **Motion** to adjourn.

Mr. Trapani – **Second.**

Motion carries; 3-0; Unam..

Adjournment at 6:51pm.