



AFFORDABLE HOUSING TRUST

Town of Medway

Affordable Housing Trust Fund

Affordable Housing Committee

JOINT MEETING MINUTES

November 5, 2015

Medway Senior Center, 76 Oakland Street

	Present	Absent		Present	Absent
<u>Board Members:</u>					
Ann Sherry, Chair	✓		Karen Soter		✓
Judi LaPan	✓		Glenn Trindade	✓	
John Maguire		✓			
<u>Committee Members</u>					
Bob Ferrari, Chair	✓		John Parlee	✓	
Michael Leone	✓		Sue Rorke	✓	
Judi LaPan	✓		Alison Slack	✓	
Teresa O'Brien		✓	Karen Soter		✓

Also Present:

Douglas Havens, Community Housing Coordinator
Amy Sutherland, Recording Clerk

Chairman Ferrari called the meeting of the Affordable Housing Committee to order at 7:02 p.m.

Chairman Sherry called the meeting of the Affordable Housing Trust to order at 7:14 pm.

Selectmen Trindade called into the meeting and participated remotely at 7:14 pm.

All Trust votes will be taken by roll call vote since one member is participating remotely.

Housing Production Plan:

On a motion made by Judi LaPan and seconded by Glenn Trindade, the Affordable Housing Trust voted by Roll Call to accept the Housing Production Plan contingent upon the recommended revision.

Roll Call

Glenn Trindade	aye
Ann Sherry	aye
Judi LaPan	aye

Member Trindade exited the meeting remotely at 7:20 pm.

Discussion Items regarding Comprehensive Housing Needs Assessment:

The following were suggestions noted within the discussion:

Section I:

Comprehensive Housing Needs Assessment:

- Correct the page numbering and formatting
- Include new cover and table of contents
- Page 3 lower table (verify numbers in \$15,000 to \$24,999.
- Population Projections by age chart suggested a bar graph.
- Page 7 it should reference that Medway is underserved by and list the type of markets.
- Page 11 the numbers regarding permits in Medway need verification.
- Page 14 add language in the narrative about our numbers and the reasoning behind them.
- Page 14 Table 11 put an * next to the \$760 a paragraph should be written to explain there is a need for more housing.
- Page 15 Table 12 include in title Medway Home Values
- Page 15 Table 13 verify the numbers include renting rooms along with further clarification about the criteria used.
- Page 17 Table 15 should have the title Medway Rent.
- Page 18 Figure 5 include the word Medway to title
- Page 19 Table 16: There was a question about that the housing supply in the first row being less than \$10,000 161 total units.
- Page 19 Table 16: There was a suggestion to group them differently and collapse the lower ones into one. Request further verification of these numbers.
- Page 20 Table 17: Should this chart include Exelon spill.
- Provide real numbers from existing housing stock by gathering these numbers through the assessor's office value.

There was discussion that there is a significant increase in over 55 population in the Town of Medway and there is a need for apartments or condominiums to meet the needs of this population.

II. Affordable Housing Goals:

This section provides the action on 1999 Master Plan as foundation for the 2010 Housing Production Plan.

- Page 32: Top of page include word “disabled” with infirmed and strike the word “segregated”.
- Page 32: Fix the subheading.
- Page 37: Bottom of page alignment of end note for Accessory Apartment Bylaw.

A proposed comprehensive permit project is under eligibility review by Mass Housing. This development is called Timber Crest. The original plan anticipates the constructing of 76 single family homes and 116 condominium units, yielding 48 affordable units. This project will not meet the towns 10% goal and may not provide limited safe harbor.

III. Implementation Strategies:

This section suggests specific locations and strategies for implementing the activities thought to achieve the five goals set out earlier in the current plan.

- Page 40: Zoning Maps and overlays will be included.
- Page 41: third paragraph – verification of 635 to 905 units.
- Page 41: Section Identify Land and Existing Housing Units for purchase (add rental).
- Page 44: Recommend taking out the section “Consider Transfer of Development Rights Provisions”.
- Page 45: This section is referencing table 17 which is incorrect this needs to be checked.
- Include a chart of what the goal is for safe harbor and units to be at 10%.
- Include a chart of the goal for safe harbor.

The Committees would like to see the requirements for an in-law looser with possibly redefinition.

Goal 4: Zoning Practices:

There has been many zoning changes which were done to encourage increases in housing stocks. The Affordable Housing Committee must continue to coordinate and work together with other town boards such as Planning and Economic Development Board, Zoning Board of Appeals, and the Design Review Committee with the use of the CPA funds to ensure that affordable housing can be developed.

Promote: facility where people could live in while homes are being renovated. We need to develop initiatives.

III: implementation Strategies:

This section is to provide strategies for implementing the activities to achieve the five goals along with the intent of achieving and maintaining safe harbor while working toward a minimum of 10% of its housing stock being affordable.

Executive Summary:

- Page 46 & 47: It was suggested to have the title in the ammendum be revised to indicate “2011 Medway Affordable Housing Trust Action Plan”.

Affordable Housing Committee:

On a motion made by Alison Slack and seconded by Judi LaPan, the Affordable Housing Committee voted unanimously to accept the most recent comprehensive housing production plan contingent upon noted revision.

Woodside Condominium:

The Committee is in receipt of a letter dated September 8, 2015 written to Medway Housing Authority in regards to Woodside Condominiums owned by Ms. Leslie Samuels. The letter is in regards to the conveyance of her condominium unit and documentation that the income and asset limits determining qualifications for senior residents be verified if this unit is being sold.

Another letter dated October 7, 2015 was sent to Ralph Caton regarding violation of deed restriction for units 4-5 Woodside Condominiums and the resale of unit 4-5 which are subject to conditions which were agreed as discounted from the original sale price. It was communicated that this condominium is currently going through foreclosure and the goal is to have it remain in the affordable housing stock.

Millstone Condominium:

The Committee is in receipt of a letter dated October 1, 2015. The letter makes reference that Millstone is trying to modify and refinance its existing loan with Southbridge Savings Bank pursuant to a tripartite agreement with the Town of Medway Planning Board. There was also a letter from Doug Havens dated October 8, 2015 to John Foresto, Chairman of the Board of Selectmen acceding to the to the request and allow Millstone Builders LLC to refinance its current mortgage,

Cutler Street:

The Committee was informed that the water at the Cutler Street property is shut off. It was suggested to see if the Metro West Collaborative to see if they might be interested in a joint development with a 2011 proposal to develop apartments on property on West Street.

Town Meeting Warrant:

The Article 15 seeks to amend the Medway General Bylaws by revising Section 2.18 (c) 2. In Article II as follows:

To employ consultants and full or part-time staff; and to contract for administrative and support good and service. The recommendation is to strike the language about “to expend up to ten percent of Trust Fund receipts for these purposes.”

On a motion made by Bob Ferrari, and seconded by Judi LaPan, the Affordable Housing Committee voted to support the proposed amendment for Article 15.

The trust continues to seek residents who want to be on the Affordable Housing Trust.

Budget Reconciliation:

The Committee is in receipt of the year to date budget report dated November 5, 2015.

Alison Slack informed the Committee that she recently attended workshops on Community Development. She will provide the material at the next meeting. The cost of the workshop was \$75.00. She was wondering if this is reimbursable.

Adjourn:

Affordable Housing Committee:

On a motion made by Bob Ferrari and seconded by Michael Leone, the Affordable Housing Committee voted unanimously to adjourn the meeting at 9:00 pm.

Affordable Housing Trust:

On a motion made by Ann Sherry and seconded by Judy LaPan, the Affordable Housing Trust voted unanimously to adjourn the meeting at 9:00 pm.

Respectfully Submitted,

Amy Sutherland
Recording Secretary
Approved December 10, 2015