

- Attending: Sue Meyers, Jon Holt, Barbara Quinn, Jane Hinckley, Freddie Fitzgerald, Sue Sasso, Judy Hunt plus George Meservey
- Minutes of August 1<sup>st</sup> meeting were approved
- Tim Buhler, manager of the Tonset Woods Housing Authority properties was invited to discuss the Committee's concerns about the condition of the building and grounds at Tonset Woods. Specifically we have some concerns about the condition of the building exteriors and also trash strewn around the house units. Tim shared the following:
  - There are 100 units. 12-20 units turnover/year
  - Rental Units are for people 60+; 14 units are designated for handicap <60;
  - House Units are for families.
  - Rent is 30% of their income. There is a 1-2 year wait list
  - Tim has 2 full time maintenance staff that are responsible for the yard maintenance as well as refresh rental turnover units and address ongoing unit maintenance needs.
    - Tim has developed "Daily To Do" lists. This has helped the staff focus on most critical issues.
    - Legally, Town residents can not volunteer to do any work on these properties as they are owned and managed by the State
  - Currently there is an opening for a "Federal Elder Service Person" who works 20 hours a week, paid by the US Government. This is in addition to the two fulltime staff.
  - These facilities are State owned. With State budget cuts there is insufficient funds for all repairs.
  - HAC has a capital plan that will help going forward. This funding was driven by a report from the State Auditors.
  - A \$1 million self contained Sewage Treatment Plan has been approved, funded and will be installed in the near future.
  - Tim has taken advantage of utility savings through the MA. Cape Light Compact .
  - Tim will continue to monitor the condition of the grounds on a daily basis, remind tenants of the house units that it is their responsibility to take trash to the dump
- Hinckley Update:
  - George reported the property *is the process of being* transferred to HECH
  - We have 5 candidates.
  - Cape Cod 5 has some requirements that need to be addressed
  - We have a 12/31 deadline from FOAH *to use* the funds they provided to bridge us to breaking ground , ~~will be~~
- Habitat Update:
  - They have filed their 40B application for a hearing on October 3 with the Orleans Zoning Board
  - The AH Committee members are encouraged to attend the meeting to show support.
- New Business:
  - Committee Charge:
    - Jon Holt has asked the committee to review the current AH Committee Charge document and come prepared to discuss and recommend changes at our next meeting.
  - Yarmouth Building Conversion to AH units
    - Sue will invite the person at Yarmouth Planning to attend our November meeting to share their process and success earlier this year.
- Next meeting: October 3<sup>rd</sup> at 1:30 in Skaket Room