

TOWN OF STOW
Community Preservation Committee

FINAL Minutes, February 9, 2009

Community Preservation Committee Meeting

Present: *Community Preservation Committee members:* Bob Wilber (Chairman), Kathy Sferra, Mike Busch, Linda Stokes, John Bolton, Laura Spear, and Dave Walrath
Administrative Assistant: Deb Seith

The meeting began at 7:40pm with a quorum in Town Building.

BILLS & MINUTES

VOTE: Laura made a motion to accept the minutes from December 22, 2008 as amended, Dave seconded, and 4 votes were to approve, John, Mike, and Kathy abstained because they were not present.

Coler & Colantonio Invoices for Phases 2 & 3 of Community Recreation Facility Project.

Kathy moved to approve the invoices from Coler & Colantonio for Phases 2 & 3 (\$59,820), Linda seconded, and approval was unanimous.

Sontag Pump Company Invoice for Well for Community Recreation Facility Project

Kathy moved to approve payment contingent upon the Recreation Implementation Team's approval.

Laura made a motion to amend Kathy's motion to approve the invoice for the well installation received on February 2, 2009 from Sontag Pump Company for \$8020 contingent on the Recreation Implementation Team's approval, Linda seconded, and approval was unanimous to amend the motion.

Laura seconded Kathy's amended motion, and approval was unanimous.

Community Preservation Coalition Dues

Laura made a motion to pay the Coalition dues for \$1500, Dave seconded, and approval was unanimous.

The Committee reviewed and approved Deb's hours for November, December, and January.

STOW COMMUNITY HOUSING CORPORATION (SCHC) PRESENTATION

The Stow Municipal Affordable Housing Trust (SMAHT) joined the meeting at this time.

Greg Jones presented a proposal to create supportive affordable housing adjacent to Plantation Apartments and create a 2nd affordable housing complex adjacent to the Pilot Grove apartments. (Presentation attached.)

Discussion and Questions

- The project would create 37 elderly units at Plantation and 30 family units at Pilot Grove.
- The cost for the Town is estimated at \$40,000 per unit (\$1,480,000 Plantation and \$1,200,000 Pilot Grove)
- "Supportive Housing" is not the same as assisted living. SCHC has looked at supportive housing in Wakefield and Chelmsford and would like to follow their models. (Services for a fee: meals on wheels, cleaning services, on premise nursing help.)
- The new units at Pilot Grove will probably have the same architecture and style to the existing units at Pilot Grove.
- SCHC believes they have an excellent reputation with DHCD and HUD.
- SCHC is relying heavily on grants for funding but needs to do more research about the availability and amounts of the grants.

- SCHC wants both projects approved at the same time but would not start construction simultaneously.
- There would be State monitoring agencies for the units – to ensure they remain rented to eligible affordable residents.
- Who would be responsible for the back taxes on the Chapter 61 land?
- When will the official Housing Production Plan (HPP) be completed from SMAHT? Is this project in line with the HPP?
- If CPC money is used then the land would forever be restricted for affordable housing.
- Who would be the sponsoring group for this project(s)?

NEWS & VIEWS

- Stuart Saginor from the Community Preservation Coalition will attend the next CPC meeting and give an overview of current CPA legislation. **Action Item:** Deb will post a notice in the Stow Independent and ask if Stuart can come at 7:00pm.
- **Action Item:** Deb put SMAHT on the next CPC agenda for 8:00pm.
- The Committee discussed establishing a deadline for CPA proposals. In general the Committee felt that it should not limit the time allowed to submit proposals. Members felt that the closing of the warrant ultimately determines the deadline for submitting warrant articles.
- **Future Action Item:** Deb will schedule a Joint Boards with Capital Planning, BOS, and Finance Committee after the warrant closes – to discuss CPA warrant articles.

UPDATE ON ACTION ITEMS

- Laura, Linda, and Mike will be prepared to do mini-presentations from their boards/committees about their respective CPA objectives at the March 23rd CPC meeting.

ANNUAL REPORT

The Committee reviewed a first draft of the annual report.

VOTE: Laura made a motion to have Deb make the discussed changes, get final approval from Bob, and submit the CPC annual report to the BOS, Kathy seconded, and approval was unanimous.

The meeting ended at approximately 10:10pm.

Respectfully submitted by,

Deb Seith (CPC Administrator)