

TOWN OF STOW

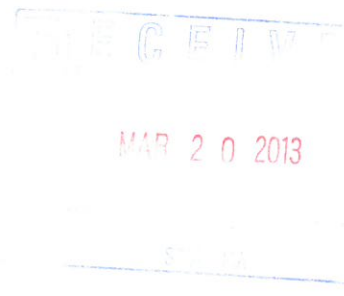
STOW MUNICIPAL AFFORDABLE HOUSING TRUST (SMAHT)

Minutes of the March 5, 2013 SMAHT meeting.

SMAHT members: Mike Kopczynski, Quince Papanastassiou, Cynthia Perkins, Laura Spear

Housing Consultant: Leonardi Aray

The meeting was called to order at 7:11 PM.



1. Meeting Schedule

March 20, 27

April 17

2. Minutes Review, vote to approve

Quince moved to approve the minutes of the February 20, 2013 meeting as amended, Cynthia seconded. The minutes were unanimously approved.

3. Correspondence, Bills and payments

The Trust reviewed Leonardi's invoice of 3/4/13 for work done February 1, 2013 through February 28, 2013. Laura moved to approve it, Cynthia seconded, and the motion was approved unanimously.

Laura reviewed her exchange with Brian Ahern about potential development of affordable housing on Lane's End. The Board recommended that we encourage his interest in developing affordable units and that he should explore his options through the ZBA. We are not available to provide technical support on creating a proposal, but we would be happy to review it once a formal proposal is submitted.

4. Trustee reports

Mike said the annual report is past due. Quince will draft one for review at our next meeting.

MAGIC Regional housing services: Beth Rust asked if we had any additional input to the report.

Hudson Housing Authority monitoring: The Town Administrator suggested that we could get the monitoring done more efficiently and cost effectively than working through the MAGIC Regional housing services.

Notes from Town Administrator: The Town Administrator suggested that the Town budget may be able to cover the cost of affordable housing assistance. Mike also spoke with the Town Administrator about municipal parcels for affordable housing.

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Laura mentioned that the next regional housing coordinators' meeting was moved to March 21.

5. Jon Witten Conversation summary

Mike met with Jon Witten, Town Counsel, about municipal parcels. For Town Meeting, it is a two-step process, and Jon recommended that we include both in one article:

1. Town Meeting has to take care and control from the BOS to another Town organizations.
2. Town Meeting must authorize the disposition, such as for a particular use.

In terms of the process:

- SMAHT asks the Board of Selectmen (BoS) to declare the parcels as surplus and transfer care, custody, and control to SMAHT.
- The BoS makes a series of findings on which to base the surplus decision.
- Findings can be that the acreage is too small for other uses and/or that other boards and committees have expressed no interest in control for their purposes. It can't be seen as a "done deal" and rubber stamped.
- The BoS votes to declare the parcels surplus.
- Jon recommends that two warrant articles be written for each parcel—one for control, one for disposition—but that they be considered together at annual Town Meeting.
- The articles can place "any lawful conditions" on the transfer. It could be for a specific purpose (housing), limit the number of units, impose a deadline, etc.
- Jon counsels against deadlines/time periods to avoid wasting a lot of effort needlessly.
- The article can include reversion language such that if the conditions are not met, the parcel reverts to the BoS without further Town Meeting action.
- Town Meeting acts to approve or deny the articles transferring.
- "Disposition" would include any change: sale, lease, easement, etc.

SMAHT will be on the agenda of the BoS next week.

In terms of Pilot Grove II, there will be closing costs required by the Town; however, the CPA funds will be paid out at the end. SMAHT may need to step in on behalf of the Town.

The defense of the Plantation II case is coming up. If the Town were to join with SCHC in the defense, there would be a greater chance of success. SMAHT may need to provide funding to represent the Town until then.

Laura moved to provide the Town with funds for the defense of the Plantation II lawsuit case, not to exceed \$7000, Quince seconded, and the vote was unanimously approved.

6. Discussion of 323 Great Road Parcel -- Karen Kelleher, Planning Coordinator

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The Planning Board sponsored a meeting regarding 323 Great Road last week. 27 people attended.

The Fire Building Committee expressed strong interest in the parcel for a new fire station. The Fire Department could continue to use the existing station while building a new one. Access was discussed.

At that meeting, Leonardi shared SMAHT's interest in the parcel for affordable housing. He said we considered open space as one of the uses with links to other trails.

The Recreation Commission was also interested.

If there are multiple uses of affordable housing and open space, we could get CPA funds for both and subdivide the parcel depending on use. The open space would support a well or municipal water supply.

Karen Keller from the Planning Office had distributed draft minutes from that meeting, and Leonardi shared them.

Leonardi submitted an application with CHAPA for funding for a feasibility study. Carol Marine from CHAPA wanted clarification about the application and whether the requested funding was enough. Leonardi told her the idea would be for SMAHT to supplement the CHAPA funding. He said he would confirm with her tomorrow. The total cost of the feasibility study would be about \$8000-\$10,000 with CHAPA funding about \$2500 of the amount.

7. Housing Specialist report: Leonardi Aray

No other updates.

8. Review schedule/requirements for potential ATM warrant articles

The BoS meeting is next week. In the meantime, we will engage Town Counsel to start drafting a warrant article for control of the two municipal parcels. The BoS and the Town Meeting could add lawful conditions. Do we want to suggest any lawful conditions? The parcels should be for the purposes of developing affordable housing. Discussion about whether we should add specific income levels (for example, 50% MHI). We decided to keep the reference to affordable housing. We do not want to call out the maximum number of bedrooms – we could say the maximum number of bedrooms as allowed.

9. Adjourn

Laura moved to adjourn, and Quince seconded. The vote was unanimous in favor. The SMAHT meeting adjourned at 8:48 PM.

Respectfully submitted,

Laura Spear
SMAHT member

 3/20/2013

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