

**TOWN OF STOW
STOW MUNICIPAL AFFORDABLE HOUSING TRUST (SMAHT)**

Minutes of the March 16, 2016 SMAHT meeting

SMAHT members: Mike Kopczynski, Quince Papanastassiou, Cynthia Perkins, Jim Salvie, Trish Settles, Laura Spear

Housing Consultant: Leonardi Aray

Call to Order

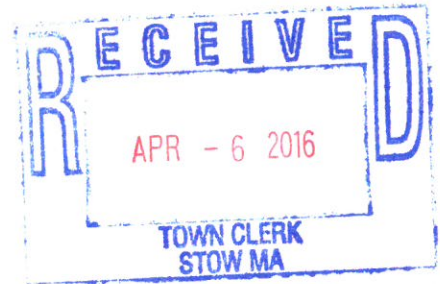
The meeting was called to order at 7:07 PM.

1. Meeting Schedule

March 29

April 5

May 4



2. Minutes Review & Approval

Quince moved to accept the minutes of the February 17, 2016 meeting, and Cynthia seconded. The minutes were approved by Mike, Quince, Trish, and Laura. Jim Salvie abstained.

3. Correspondence, Bills and payments

a) MetroWest Community Development – bills and payments

We are all set with paying outstanding MetroWest Community Development (MWCD) invoices. Mike confirmed this with the Town Treasurer.

We received a bill in the amount of \$1800 from Huggins and Witten for writing the foreclosure letters for Elm Ridge Road and Cortland Drive. We need clarity on how much SMAHT is supposed to pay. Quince made a motion to authorize the Chair to approve a payment of the bill up to \$1800, and Cynthia seconded. The motion was approved unanimously.

Mike said we received Chapter 60 notification as correspondence. This will be discussed later.

4. Trustee Reports

a) CPA workshop on affordable housing

Laura attended the workshop on March 4, 2016 and shared updates and highlights. She also got two copies of the most recently updated handbook and gave one copy to the Community Preservation Committee (CPC).

Elizabeth Barnett from the town of Carlisle requested a tour of the Pilot Grove 2. Laura showed her this and other affordable housing developments in town, and Elizabeth was very favorably impressed. She mentioned that the Villages at Stow has not submitted a cost certification yet. Mike said that Karen Kelleher from the Planning Office is looking into it.

Laura reported that there is a Special Senate Committee on Housing report, which came out this month. It includes a proposed program that looks like a twist on the CPC-sponsored

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affordable deed restriction program: Property Tax relief and Municipal Right of First Refusal, which would provide tax relief to allow homeowners to stay in their homes in exchange for a municipal right of first refusal, such as for affordable housing.

The next regional housing coordinators meeting is this Friday in the Carlisle Town Hall.

Mike drafted an annual report for 2015, which the Trustees reviewed. Mike will submit it to the Selectmen's administrator.

As a follow up to our last meeting, Mike distributed copied of the letters from town counsel about the two units facing foreclosure.

5. Stow Community Housing Corporation Updates

Greg Jones, Treasurer for SCHC, had questions about SMAHT's loan application. The Trust reviewed the questions that he had asked about. Laura will get back to Greg with the answers and will update the application form to correct the issues that Greg found.

6. Housing Production Plan: Update and Survey

Jesse Steadman from the Planning Office and Nathan Robinson from MWCD finalized materials and sent out the survey in a town-wide mailing. The mailing cost was under \$1500, and the deadline to respond is now in April. An article appeared in today's newspaper and was posted on the town website and Planning Office Facebook page. As of yesterday, we've received 37 electronic replies.

7. MetroWest Community Development – Year 3 vote and payment commitment

SMAHT needs to vote on Year 3 with a funding commitment for MWCD.

Jim moved to approve Year 3 expenses for MWCD for monitoring, regional activities, and local support, including the update of the Housing Production Plan, not to exceed \$6000. Quince seconded. The motion was approved unanimously.

We will investigate getting Community Preservation Committee administrative funds to cover the cost.

8. Chapter 60 notification: Winkler property on Boxboro Road

SMAHT received notice of intent for property on Boxboro Road, which has a portion under Chapter 61A. Leonardi will investigate the deed and the potential for development on the parcel and report back. Jim will let us know the deadline to respond if we are interested.

9. SMAHT Activity Plan

a) Pine Point and Queen's Lane parcels

We have to do one more level of analysis for the Pine Point parcel. Leonardi was directed to proceed and to draft an RFP for the parcel. Leonardi will also draft an RFP for the Queens Lane parcel. He'll work the Town Administrator to finalize them by May.

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b) Chapter 60 land: assessment and prioritization

Several years ago, a Land Use Task Force inventoried Chapter 60 land. A challenge was that all chapter land is privately held, so there are concerns that assessment may conflict with privacy and could potentially drive up the price. Laura proposed developing a set of criteria to evaluate chapter lands when they become available and to include this activity in our updated Housing Production Plan. As part of the criteria, we should identify areas in town where we would want more affordable housing.

c) Inclusionary Zoning adjustment

Laura suggested considering increasing the 10% affordability to 15% based on other towns that have Inclusionary Zoning. Based on feedback from the Trust, she'll discuss it with the Planning Office as well as the fees in lieu and whether these should be revisited.

10. Adjourn

Trish moved to adjourn, Cynthia seconded, and the motion was approved unanimously. The meeting adjourned at 8:52 PM.

Respectfully submitted,

Laura Spear, SMAHT member

Laura Spear
submitted 4/5/16

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