

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

Minutes of the September 21, 2016 SMAHT meeting

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

Housing Consultant: Leonardi Aray

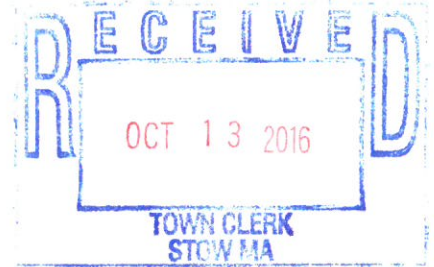
Call to Order

The meeting was called to order at 7:05 PM.

1. Meeting Schedule

October 12

November 9



2. Minutes Review & Approval

Quince moved to accept the minutes of the August 3, 2016 meeting, and Cynthia seconded. The minutes were approved unanimously.

3. Correspondence, Bills and payments

We received invoice #160701 from Leonardi Aray for \$1600 for housing consulting work on 241 Boxboro Road. Quince moved to approve payment, Cynthia seconded, and the motion was approved unanimously.

We received a bill from Stamski & McNary for \$4700 for pre-engineering work + \$385 filing fees for a total of \$5085 for 241 Boxboro Road. Cynthia moved to approve payment, Quince seconded, and the motion was approved unanimously.

4. Trustee Reports

It looks like we may get ~\$240K for fees in lieu for three affordable units as part of the Regency Active Adult Neighborhood development (Toll Brothers). The Planning Board will determine what the actual amount is based on what the cost of the affordable units will be and whether it is based on a 2- or 3-member family income level. We will likely receive the funds by the end of 2017.

Trustees discussed buying down affordable housing restrictions on new development. It is a potential strategy, but we would have to work with the developers early on in the permitting application process through the Planning staff and Planning Board.

a) MHP training – Mike and Laura attended the Training for Affordable Housing Trusts on September 16, sponsored by Massachusetts Housing Partnership (MHP). MHP is supposed to send out links to the presentations.

b) CPC rule changes – Municipal Affordable Housing Trusts (MAHTs) can now “support” affordable housing using CPA funds, but MAHTs now must track and report yearly on how the CPA funds are used. CPA funds must be kept in a separate account. MAHTs can now grant

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money. If acquiring property with only CPA funds, MAHTs would not need to go through the Chapter 30 procurement process.

c) Trust financial status – Mike asked the Town accountant for SMAHT's current balance, but she was out ill.

Laura will be speaking at SNEAPA on October 21 as part of a panel representing the monthly housing network that she attends.

Mike will be meeting with Doug Hyde to talk about affordable housing interest for the municipal parcels and buildings that are being evaluated. Doug is heading up the taskforce. Both Laura and Ingeborg have contacted him as well.

Cynthia asked about reaching out to potential new members. We have two open slots on the Trust and would love to have those positions filled.

The Trust briefly reviewed the Special Town Meeting for the Chapter 61A parcel. The article for affordable housing was not voted on, as it was changed to be for open space. It was very confusing for most attendees.

5. Housing Production Plan Update

Phil DeMartino from the Department of Housing and Community Development (DHCD) reviewed the draft Housing Production Plan (HPP) and asked us to add DHCD's preference for 3-bedroom units.

Nathan Robinson from Meta West Collaborative Development (MWCD) and our primary contact for the HPP, has a new job, and Jennifer van Campen, Executive Director for MWCD, is filling in for him now and will add the language that Phil requested. MWCD is hiring a replacement for Nathan by the end of the month.

Approval of the final HPP is an agenda item on the 9/27/16 Board of Selectmen's meeting, and then we can submit it to DHCD for final approval. Approval by DHCD should be quick due to the preliminary review.

6. Pine Point parcel update

a) RFP update

Leonardi held a briefing session on 9/13/16. Habitat for Humanity was the only developer to attend. Leonardi was also contacted by another developer that was interested in responding to the RFP.

Habitat had some questions, and Leonardi drafted responses. For example, the RFP is up to 4 bedrooms, and Habitat asked about 5 bedrooms. The sense of the Trust is to keep the RFP as it is: for up to 4 bedrooms. The Trust had no objections to Leonardi's drafted responses.

b) Community outreach

Mike drafted a letter to send out to the abutters. The trustees liked the concept to notify the neighbors and get the communication started. Trustees provided comments on the letter, and

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Mike plans to finalize it and mail it this week. Mike has pulled the abutters list and has the labels. We expect there will be objections to the development. Quince recommended that we submit a similar letter to the editor after the abutters are notified. This will be submitted after mailing the letter to abutters,

7. Activity Plan for the rest of CY 2016

We will likely focus on the Pine Point parcel in coming meetings.

Mike would like to take on reviving the deed restriction program as a personal project. He is planning his go-forward strategy.

Laura also proposed reviewing the priority A items from the final HPP and selecting one or two other items to focus on.

We will continue discussing the activity plan at our next meeting.

8. Adjourn

Quince moved to adjourn, and Cynthia seconded. The motion was approved unanimously. The meeting adjourned at 8:54 PM.

Respectfully submitted,

Laura Spear, SMAHT member

Laura Spear 10/12/16

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