

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

Minutes of the April 5, 2016 SMAHT meeting

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

Housing Consultant: Leonardi Aray

Nathan Robinson, Metro West Community Development

Call to Order

The meeting was called to order at 7:03 PM.

1. Meeting Schedule (next 4 May 2016)

May 4

2. Minutes Review & Approval

Cynthia moved to accept the minutes of the March 16, 2016 meeting, and Quince seconded. The minutes were approved by Mike, Quince, Jim, and Laura.

3. Correspondence, Bills and payments

We received subdivision plans for review.

Trish arrived at this time.

Cynthia moved to pay an invoice for Leonardi Aray Architects in the amount of \$1330 for 19 hours, and Quince seconded. The motion passed unanimously.

4. Trustee Reports

Cynthia announced a Habitat Women's Build day on May 3. There is a Habitat Breakfast in Bolton on May 3 as well.

Laura completed all of her action items from the last meeting except for following up with the Planning Office on possible Inclusionary Zoning changes. She'll do that soon.

Laura should follow up with Ron Eld to post the latest loan application on the website.

The next regional housing coordinators meeting is the morning of April 29 in Groton.

5. Housing Specialist Report

Leonardi reported on the following:

- 241 Boxborough Road (Chapter 61 sale): It looks like the owner is selling two parcels, but it is not clear how the parcels will be divided. The classified Chapter 61 land spans a portion of both parcels. It is unclear what the width of the access is. In reviewing the Board of Health records, it does not seem like there would be issues for septic and a well on the Chapter 61

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land. Questions include access and how to define the frontage. The Chapter land is \$40,000. The non-Chapter land is \$400,000. Jim said that his understanding is that the second notice failed. There is no plan that shows exactly where the Chapter 61 land is. Without access and frontage, the sense of the Trust is that this is not an opportunity to pursue. We'll table the discussion until we know more.

- Pine Point and Queen's Lane parcels: The perc test for Pine Point seemed fine, but the parcel has a slope on the side. It could potentially support 4 bedrooms. The Queen's Lane parcel could potentially support 2 bedrooms with alternative septic technology. More engineering may be needed to define the exact number of bedrooms for these particular sites. Leonardi will bring back an engineering proposal on what type of septic system could be installed on the sites as well as the cost of the systems. Leonardi met with Habitat to see what their expectations for sites are. We'll plan to issue RFPs for both parcels after we have a better understanding of the additional engineering studies. We should invite abutters to a meeting for each parcel when we plan to issue the RFPs.

6. Stow Community Housing Corporation Loan Application

The Chair and Vice Chair received a full application from Greg Jones of Stow Community Housing Corporation/Stow Elderly Housing Corporation. The request is for a loan in the amount of up to \$50,000 for pre-development funds to assist in preparation of a new permit application, which will address the concerns that came up in the past court decisions. The Trust would be reimbursed when they receive a construction loan and construction begins.

SCHC/SEHC has a good record with the Town and SMAHT. The Trust discussed how much funding should be considered and what the risk is. The Trust doesn't have a lot of funds to spend. Trish moved to approve a loan of \$25K at this time, pending a satisfactory review of the finances. Jim seconded. The motion was approved unanimously.

7. Chapter 60 notification: Winkler property on Boxboro Road

This was addressed in the housing coordinator's report.

8. Housing Production Plan Update

Nathan Robinson gave an update on the Housing Production Plan (HPP). We've had a good response to the survey. As of 5 PM today, we received 418 surveys (17% of the households): 115 online and the rest in hard copy. We had one non-Stow resident. Nathan has not analyzed the data yet; however, one data point stood out. There seems to be support for affordable housing with 60% or respondents strongly agreeing or agreeing on expanded housing opportunities.

Discussion included the timing for sharing the draft plan and getting input from other organizations such as the Planning Board. We need to make sure we highlight the progress that was made for the last HPP.

Key dates:

April 27: The Trust will get a draft of the updated plan and should send comments directly to Nathan

May 4: Present an updated plan with survey results and new data points for the Trust to review

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May 17: Tentatively get on the agenda of the Planning Board to review the draft

9. Adjourn

Trish moved to adjourn, Quince seconded, and the motion was approved unanimously. The meeting adjourned at 8:28 PM.

Respectfully submitted,

Laura Spear, SMAHT member

Laura Spear
May 4, 2016

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