

Municipal Affordable Housing Trust Fund (MAHTF)

Meeting Minutes—July 1, 2015

Wayland Town Building

Attendance: Mary Antes; Jacqueline Ducharme; Brian O’Herlihy; and Susan Weinstein

Absent: Stephen Greenbaum; Kevin Murphy

Materials Distributed:

- June 11, 2015 memo and template for “Analysis of Possible Strategic Initiatives”
- Draft of the June 3, 2015 minutes
- July 1, 2015 MAHTF agenda
- New Guidance for Housing Trusts, CPA towns
- Armine Roat’s resignation as the Housing Partnership representative to the MAHTF
- A Document listing Massachusetts communities that have an Affordable Housing Trust
- A listing of the Town Center condo sales
- 4 completed Analyses of Possible Strategic Initiatives
- The Wayland Community Fund pamphlet

Open Meeting: Mary Antes called the meeting to order at 7:42 PM at the Wayland Town Building

Public Comment: None

Notes:

1. The Trustees noted that Armine Roat resigned from the Wayland MAHTF committee. Mary Antes will inform the Board of Selectmen (BOS) the need to reappoint members, who have a one year appointment.
2. The Trustees reviewed the June minutes. Brian O’Herlihy moved that the minutes be approved as amended. Susan Weinstein seconded the motion. Motion approved 4-0.
3. Brian O’Herlihy provided the Treasurer’s report. The Town Center has sold 16 condos through July 1, 2015. The MAHTF has total assets as of July 1, 2015: \$675,267. Brian O’Herlihy will look into the 501c status on behalf of the MAHTF, and report to the Trustees at a future meeting.
4. The Trustees discussed various town’s MAHTF websites. Based on the reviews, the Trustees felt that a positive website contained, at the very least, some of the following components:
 - Linkages to resources and applications

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- Agendas and minutes
- The Declaration of the Trust
- The MAHTF's by-laws
- The Housing Trust Action Plans
- Initiatives and goals
- A link to make donations

ACTION: Susan Weinstein will begin to explore the development of a spread sheet to track initiatives from other MAHTF committees

ACTION: Mary Antes will discuss with MaryAnn DiNapoli, Executive Assistant, the parameters in maintaining a website.

5. Mary Antes distributed the four completed analyses of possible strategic initiatives:

- Providing small grants to affordable homeowners/ renters
- Assistance with condo fees
- Identification of potential acquisition targets
- Identifying funding options and alternatives

The Trustees will review these documents for discussion in the MAHTF's August meeting. Some Trustees also agreed to review the following identified strategic plan items,

ACTION: Susan Weinstein will develop a list of available resources

ACTION: Brian O'Herlihy will create a list of affordable housing developers

ACTION: Mary Antes will discuss with Brian on monitoring affordable housing units

6. Mary Antes talked to Mike Patterson, who chairs the Wayland Community Fund. To date, the committee has not provided assistance with condo fees. Typically they have assisted with rent and utility bills. To be eligible for community funds, the applicant must be a Wayland resident for at least one year. The applicant may request assistance once a year, with a cap of \$1000 for an individual and \$2000 for a family.

7. Susan Weinstein moved to adjourn the meeting at approximately 8:55 PM. Brian O'Herlihy seconded the motion. Motion approved 4-0.

Respectfully submitted,

Jacqueline Ducharme