

Municipal Affordable Housing Trust Fund (MAHTF)

Meeting Minutes—March 2, 2016

Wayland Town Building

**Attendance:** Mary Antes; Jacqueline Ducharme; Stephen Greenbaum; Brian O’Herlihy; Jennifer Steel; Susan Weinstein

**Absent:** Kevin Murphy

**Materials Distributed:**

- Draft February 3, 2016 minutes
- Agenda for March 2, 2016 meeting
- Financial Statement as of February 29, 2016
- Wayland MAHTF goals—working paper with Trustees rank order of goals
- Wayland Housing Authority 50058 Statistical Summary Report

**Open Meeting:** Mary Antes called the meeting to order at 7:31 PM

**Public Comment:** None

**Notes:**

1. The February 3, 2016 minutes were reviewed. Susan Weinstein moved that the minutes be approved as amended. Stephen Greenbaum seconded the motion. Motion approved unanimously (6-0)
2. Brian O’Herlihy provided the Treasurer’s report which included:
  - i. A review of the MAHTF financial statement (unaudited) as of February 29, 2016
3. The Trustees reviewed the rankings of the draft goals/ objectives, and discussed which objectives the Trustees would work on. The Trustees also identified which goals were short-range objectives to be completed by June 30, 2016. Additionally, the Trustees agreed that for each identified short-term goal, the Trustee will give a monthly status update at the MAHTF meeting.

- i. Complete Wayland Housing Needs Assessment: Jennifer Steel will take the lead in this objective. Susan Weinstein and Jackie Ducharme will assist.
  - a. This is a short-term objective
  
- ii. Create An Informative And Useful Website: Susan Weinstein will take the lead in this; Brian O’Herlihy and Mary Antes will assist.
  - a. This is a short-term objective
  
- iii. Introduce/ Amend By-laws to Support Affordable Housing (i.e. accessory apartment): Jennifer Steel and Kevin Murphy\* will work on this objective.
  - a. Accessory apartment by-law change could be made for Fall Town Meeting
    - For preparation of this specific by-law change, it is a short-term objective
    - For presentation at Fall Town Meeting, this is a medium-range objective
    - For implementation of this specific objective, it is a long-term objective
  
- iv. Explore Potential for Additional Units At Town Center and Explore Ways To Assist River’s Edge Project: Mary Antes will take the lead in this objective; Jennifer Steel and Kevin Murphy\* will assist
  
- v. Work with WHA/ Town to Preserve Existing Stock: Mary Antes, Susan Weinstein and Jacqueline Ducharme have been and will continue to work on this objective.
  - a. This is an on-going objective
  
- vi. Create a PR Campaign That Informs and Moves the Public to Action: Jacqueline Ducharme will take the lead in this objective; Stephen Greenbaum and Mary Antes will assist.
  - a. This is a medium-to long-range objective
  - b. The campaign will be based on the information garnered from the Wayland Housing Needs Assessment
  
- vii. Promote Donations of Homes, Property and Money: Brian O’Herlihy will take the lead in this objective; Mary Antes and Susan Weinstein will assist.
  - a. This is a medium-to long-range objective
  
- viii. Develop Rules/ Regulations for Payments in lieu of Affordable Construction: Brian O’Herlihy will take the lead in this objective; Mary Antes will assist.

- a. This is a medium-to long-range objective
- ix. Buy-down Home Prices to Affordable Levels: Stephen Greenbaum will take the lead in this objective; Jacqueline Ducharme and Brian O’Herlihy will assist.
  - a. This is a short-medium and long-term goal
  - b. Will develop blue-print for this objective
- x. Work with Developers to Facilitate New Construction: Mary Antes will take the lead with this objective; Stephen Greenbaum and Brian O’Herlihy will assist.

Jacqueline Ducharme moved that the meeting be adjourned at 9:15 PM. Susan Weinstein seconded the motion. The motion was unanimously approved (6-0).

Respectfully Submitted

Jacqueline Ducharme

\*Kevin Murphy will be asked to consider participating in this goal/ objective