

**Affordable Housing Trust
Minutes
March 21, 2012**

In Attendance

Trust: George Sibley, Mary E. Works, Mary John Boylan, Michael Luster, Sarah Garcia

Staff: Sandy Shea, Com Dev Project Manager

Guest: Andrew, DeFranza, Executive Director of Harborlight Community Partners

The Meeting was called to order at 4:05 pm, by Mr. Sibley, Chair

Maplewood School Redevelopment

Mr. Andrew DeFranza, Executive Director of Harborlight Community Partners, updated the committee on the status of the Assisted Living Project at Gloucester Crossings. The interest in building an Assisted Living Center is still very much alive however, Mr. Sam Parks, owner/developer of the land has site control and therefore Harborlight is currently waiting on Mr. Parks decision on the development of the site.

Mr. DeFranza updated the committee on the Harborlight Community Partners (HCP) Maplewood School Redevelopment Project status. The City put out an RFP in February for the sale of Maplewood School, HCP filed the only proposal which is to build 12 units of affordable elderly housing. Mr. DeFranza, stated the City is asking \$250,000 to purchase the property and wants a P&S within 30 days. HCP would like to move forward however there are some concerns lingering. One concern is the hazardous materials inside the building, HCP would like the City to be responsible for the removal of the hazardous materials and HPC would tack its remediation cost of \$100,000 onto the P&S. As it stands, the City wants speed and not to take on the environmental clean-up. Also, prior closing, HCP must secure funding from a variety of sources such as; CPA, HOME and AHT.

Mr. DeFranza asked the AHT if they would consider funding \$350,000 to this project. Mr. Sibley feels \$350,000 is a considerable amount of funding and at this time would wipe out the AHT funds. Mr. Sibley also thinks the rule of thumb of the AHT is \$10,000 per unit. Ms. Boylan, Ms. Works and Mr. Luster and Ms. Garcia all agreed it is a considerable amount of funding, however, the Trust must consider the project and then decide if and how much to fund.

A discussion took place regarding the possibility of the City considering lowering the asking price or maybe considering donating the property to an Affordable Housing Project, this would require the City to out a new RFP. Ms. Garcia said she would check with EPA regarding Brownfields for clean-up funding.

Mr. DeFranza thanked the committee for their time and suggestions and hopes to file an AHT application in the future.

Housing Production Plan (HPP) and Affordable Housing Incentive Project (AHIP) CPA Application

Ms. Garcia updated the committee, due to the CPA application deadline, she pulled together and submitted an application from the Community Development Department for an AHIP in connection with an HPP, the application is requesting \$60,000 in funding over two years. The AHIP would help increase the affordable housing units within the City by asking the property owners to sign a 15 year affordable housing restriction on the property for a monetary amount. Ms. Garcia thought since the AHT supported the idea of this type of program at prior meetings, she should go forward with filing the application due to the deadline and would then ask the AHT for a motion to be made to fund the AHIP.

The committee's concern is what the actual dollar amount is needed to attract landlords to participate in the program, Mr. Luster suggested someone speak with Mr. Trayes, a landlord, and ask if Mr. Trayes thinks other landlords would be interested in such a program and what dollar amount they may consider. Ms. Garcia, thought Mr. Jim Duggan & Councilor Bruce Tobey had mentioned they would touch base with Mr. Trayes in the future.

Ms. Garcia spoke on the HPP which is contingent up the CPA awarding funding, Ms. Linda Brayton, MPA, would be interested in preparing and developing the HPP and quoted \$2,500.

The committee, although in favor, requested a special meeting to be held to further discuss prior making a motion to vote on this. The special meeting to discuss further is scheduled for April 11, 2012.

Ms. Garcia, asked the committee to attend the April 4, 2012 CPC meeting when she will present the AHIP to show the AHT's support.

Ms. Garcia, needed to excuse herself from the meeting as she had a prior commitment.

Minutes

February 15, 2012 minutes

Motion: Approve February 15, 2012 minutes as amended. **Passed:** Sibley/Boylan, 5-0 in favor.

Other Business

Ms. Works reminded the committee, the Annual Report of the AHT to the City Council is due soon and Councilor Romeo-Theken has asked for the report. Mr. Sibley offered to prepare the report by next meeting.

Ms. Boylan, updated the committee on a few items she discovered while attending a recent Open Meeting Law seminar with the Attorney General. Ms. Boylan noted, currently when AHT minutes are approved and placed on the City website all documents handed out are attached and placed on the website, this practice is not necessary, the materials only need to be mentioned in the minutes and where they are available. Also, referring to an older issue, Ms. Boylan learned when striking wording from minutes, the stricken words do not appear in the next meeting minutes.

Motion to Adjourn

Motion to adjourn, Luster/Works 5-0 in favor.

The meeting was adjourned at 5:30

Respectfully submitted - Sandra Shea

Materials Reviewed - Available at the Community Development Department - AHT Files

Maplewood Redevelopment Project:

Pro Forma

Qualification & Proposal Information

Ground Floor & First Floor Plans

Community Development:

AHIP/HPP Application to CPC