

AFFORDABLE HOUSING TRUST

Meeting Minutes

February 17, 2021

TOWN OF SCITUATE  
TOWN CLERK  
2021 MAR 29 PM 1:32

ATTENDEES: All members were remote access – Steve Irish, Nancy Chapman, Ruth Wagner, Jessica Guardia and Maura Curran were absent.

Additional Attendees: Shari Young, Admin, Jennifer Kuhn resident

The meeting was called to order at 6:37 pm

Mr. Irish moved to accept the agenda, Ms. Wagner seconded the motion; a roll call vote was taken and unanimously in favor.

Mr. Irish - yes

Ms. Wagner - yes

Ms. Chapman – yes

**Discussion:** Community Preservation Coalition

- Mr. Irish indicated he spoke with Mr. Stuart Saginor, Executive Director of CPC Coalition, about Small Grant Repair assistance
  - Can't use CPC funds for this kind of program
  - Funds can only be used on Deed Restricted Property
  - Section on Community Preservation Coalition website that has allowable uses chart
  - Response also shared with Dan Fennelly on CPC
- All AHT funds are from CPC
  - Need to look into finding funds from another source

**DISCUSSION:** Emergency Rental Assistance Program

- Rental Assistance Program is on the Town Warrant for Annual Town Meeting
- What if AHT does not proceed with creation of the program
  - Not enough need right now
  - Federal/State Government has so much extra funding in RAFT and ERMA
  - Consider to pull request from the warrant and Town Meeting **OR**
  - Continue with request for funds as proposed for Town Meeting and set up program for the future
    - Need to be prepared to answer questions at Town Meeting
    - Program not as far a long as AHT had hoped
    - Request on the Warrant refers to Rental Assistance specific to COVID
    - Does the program need to reach beyond those affected by COVID- help those in affordable housing that still feel impacts once COVID is over
    - Cannot amend anything that is on the Warrant as voted by CPC
- Mr. Irish opined AHT should continue with set-up of the program and have it on the "shelf"
  - In a typical year RAFT and ERMA funds are not replenished as much and are used up early in the year
- Ms. Chapman agreed worth continuing to set up the program
  - A need does exist during non-COVID times for variety of reasons

- Ms. Wagner agreed that AHT should continue with working on Rental Assistance Program
  - No way to know how long this pandemic is going to last and the money in RAFT and ERMA may be exhausted and there may be a need for it down the road
- Need to get three quotes from a third party to administer the program
  - Town of Brewster's administrative agent
  - Neighborworks
  - Metrowest
- What happens in 10-20 yrs. and money not fully expended, but deemed only for "COVID"
  - Amendment could be made at a later date to release funds from under COVID stipulation
- Next Steps:
  - Get 3 quotes
  - Evaluate, pick and drill down parameters
  - Mirror RAFT or tweak for up to 100% AMI
  - Pick dollar amounts based on unit size, family size
  - Decide on cap amount
    - RAFT currently at \$10,000/yr. previously \$4,000/yr.
    - Restriction lifted so that could use more than twice in one year
  - Need subcommittee for sending out Request for Proposal (RFP)
    - Check with Nancy Holt for template- Steve
    - Check with MHP for a template - Nancy
- May need to schedule an extra meeting in preparation for Town Meeting
  - Town Meeting scheduled for April 12<sup>th</sup>
- Over next few meetings AHT to discuss ways to find additional funding outside of CPC
  - Funds could then be used for other programs, i.e. Small Grant Repairs program
    - Could start that program with \$25,000, but likely need \$100K-\$200K keep the program going
    - Need to research if there are other Government programs to help fund
    - Look into charity donations
    - Marshfield funded by United Way – reach out to get more information

Acceptance of minutes: Ms. Wagner made a MOTION to accept the January 20, 2021 minutes as written; Ms. Chapman seconded the motion; a roll call vote was taken; unanimous all in favor.

Mr. Irish - yes

Ms. Wagner - yes

Ms. Chapman – yes

Public Comment:

Ms. Jennifer Kuhn, resident at 20 Carrie Litchfield, commented she was interested in the AHT discussion about repairs on deeded restricted property. She indicated that she is looking for some repairs on a deeded property.

Mr. Irish explained that the AHT was hoping to do a Small Repairs Grant for Seniors; it was determined that AHT can only offer the program to deed restricted properties because funding comes from CPC.

Ms. Kuhn thought this was the program being discussed for \$100K for Town Meeting. Mr. Irish indicated that is a different program for Rental Assistance. There currently is no program for Small Repairs, the AHT is just beginning to think about and investigate such a program.

There was discussion about the number and locations of some of the deed restricted properties in town. Mr. Irish referred Ms. Kuhn to the Housing Production Plan. She opined some of the properties discussed would likely need repairs as they are not all new construction. The AHT does not own any properties.

Mr. Irish gave Norwell as an example of a program the AHT is looking to establish for the Small Repairs program for Seniors.

**OTHER BUSINESS:**

Mr. Irish made a motion to adjourn, Ms. Wagner seconded the motion; a roll call vote was taken, unanimously all in favor.

Mr. Irish - yes  
Ms. Wagner - yes  
Ms. Chapman – yes

The meeting was adjourned at 7:12 pm.

*Submitted by: Shari Moak Young*

*Approved: March 17, 2021*

