

AFFORDABLE HOUSING TRUST

Meeting Minutes

March 17, 2021

TOWN OF SCITUATE  
TOWN CLERK

2021 MAY 20 AM 10:33

RECEIVED

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

Additional Attendees: Shari Young, Admin

The meeting was called to order at 6:34 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

Ms. Curran – yes

Ms. Guardia joined the meeting after roll call was taken.

Ms. Curran gave a recap of the meeting held with CPC and the Select Board; everything passed by Select Board.

- Some questions regarding AHT Rental Assistance Program Ms. Curran provided the below comments to the Select Board
  - AHT in the process of putting out an RFQ for an Administrator/Manager for the program
    - Similar to organizations that manage a lottery
  - AHT proposed program does not overlap with Federal Programs
  - Question will this program just during COVID or will extend beyond

Mr. Irish indicated he would be the point person during Town Meeting to answer any questions.

- Share where AHT is at to date on the program
  - Working on parameters; working within in confines of what is allowed under CPC, will mirror RAFT and ERMA programs in dollar amount
  - Anticipated questions
    - What are the parameters
    - Does it overlap with Federal Programs

**DISCUSSION/VOTE: Work on RFQ for Rental Assistance Program**

- Need to define parameters
  - Discussion about RAFT getting more money from the Federal Government.
    - Massachusetts slated to receive an additional \$400K
    - RAFT currently up to \$10,000/yr. due to COVID; RAFT typically caps at \$3K-\$4K
    - Setting up Town program would be for future use when Federal funding is diminished
  - Need to set a dollar figure based on household size and a maximum amount over a period of time

- Should be similar to what other towns are doing, dollar figure would be around \$4K
- Do not need to follow any State guidelines
- Currently the program is just for COVID relief
  - Application for CPC just references for Assistance during COVID
  - Town to vote on COVID Rental Assistance Program

Ms. Wagner asked if after COVID would the AHT be able to use the money set aside and change the wording at a later date so the money could be used for Rental Assistance for Non-COVID. AHT could re-present to CPC and Town Meeting for approval to change the wording for the funds so money could be used for a Rental Assistance Program during Non-COVID times.

- Funds that are already in the Trust could be used for a program outside of COVID
  - Just the \$100K from CPC to be voted at Annual Town Meeting 2021 would be earmarked for COVID Rental Assistance Program
    - If in the future this \$100K is needed for another program outside of COVID it would need to be voted by CPC to re-allocate the money
  - Once funds are allocated to AHT it does not need to go back to Town Meeting on how to spend
- 3 consultants selected to send RFQ
  - Neighborworks
  - Meterowest Collaborative
  - Brewster Program – need more information, need address and name of organization selected by Town of Brewster
- Thirty days for response to RFQ
- Consultant may be able to suggest parameters based on what other Towns have done
  - Discussion on the \$ amount - is it attached to family size or AMI
    - AMI seems to be used just a qualifier
  - Recipients are not able to get more than what rent is
- Goal to get RFQ out by end of next week
- Parameters:
  - 80-100% AMI
    - Fill the gap between people who may not qualify for RAFT or ERMA because they are over the AMI guidelines for the programs
  - Recipient of RFQ to assist with writing parameters

## **OTHER BUSINESS:**

Ms. Guardia and Ms. Chapman were able to tour Lawson Green.

- Very nice building
- Location of property perfect for community living there
- Beautiful property
- Fully leased, but not 100% moved in
- No on-site maintenance person, seemed strange
- Not sure if Scituate Housing Authority is involved with the project
- Potential for the entire group to do a formal tour when the weather is nicer

- Supposed to have an official ribbon cutting

Ms. Chapman indicated she was still investigating different funding sources so the AHT could establish a Small Grant Repairs program. She has reached out to John Galluzzo from the YMCA, the chief Grant Writer from the Emerson Y. Mr. Galluzzo is putting together a list of possible agencies the AHT can contact.

Mr. Irish said Norwell has a Small Grant Repairs program and may be a good source of information. Ms. Chapman would like the program to be for everyone not just Seniors.

*Acceptance of minutes:* Ms. Wagner made a MOTION to accept the February 17, 2021 minutes as written; Ms. Guardia seconded the motion; a roll call vote was taken; unanimous all in favor.

Mr. Irish - yes

Ms. Wagner - yes

Ms. Chapman – yes

Ms. Guardia – yes

Ms. Curran - did not vote; she was not present for the February 17, 2021 meeting.

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. Curran - yes

Ms. Wagner - yes

Ms. Chapman – yes

Ms. Guardia - yes

The meeting was adjourned at 7:08 pm.

*Submitted by: Shari Moak Young*

*Approved: May 19, 2021*

