

AFFORDABLE HOUSING TRUST

Meeting Minutes

April 21, 2021

TOWN OF SCITUATE
TOWN CLERK

2021 JUN 17 AM 11:00

RECEIVED

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

Additional Attendees: Shari Young, Admin

The meeting was called to order at 6:38 pm

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

Mr. Irish - yes

Ms. Guardia - yes

Ms. Chapman – yes

Ms. Chapman made a motion to rollover acceptance of the March 2021 minutes to the next meeting with more members in attendance, Mr. Irish seconded the motion; a roll call vote was taken and unanimously in favor.

Mr. Irish-yes

Ms. Guardia-yes

Ms. Chapman-yes

DISCUSSION: Update Town Meeting

Mr. Irish reported that the town meeting voted to approve CPC allocation of funds of \$100,000 to the Affordable Housing Trust (AHT) for the purpose of providing a rental assistance program to town residents.

DISCUSSION: RFP and Parameters for Rental Assistance Program

Mr. Irish reported that the RFP for the rental assistance program administration went out to three selected vendors last week; response deadline is May 14, 2021. Mr. Irish opined that the AHT should wait to formulate parameters about the program, such as 100% AMI, until the RFP responses are received.

- Used Nancy Holt, Brewster RFP and Planning Board RFP to create template for RFP sent out
- RFP sent out to 3 selected organizations
- Copies of RFP sent out to the Committee Members

DISCUSSION: Scituate Community Christmas -" A Seat at the Table"

Ms. Chapman reported that the AHT has been invited to participate in an upcoming meeting of local non-profit organizations to discuss future collaboration. In preparation for the meeting all invitees were asked to consider the following three questions and discuss within their organization:

1. *What collaborative approaches are working within the Scituate non-profit community? Any COVID lessons?*
2. *What would you and your organization want to do more of going forward?*

3. How might we do more? What resources are needed in order to do more?

The virtual meeting is scheduled for Friday, May 14, 2021 from 10:00 a.m.-11:30 a.m. and Ms. Chapman reserved a seat for the AHT but reported that she may not be able to attend due to work commitments. Mr. Irish suggested Ms. Young send an email to all AHT members listing the above three questions and asking for a response from each member as well as a volunteer to attend the meeting. Mr. Irish further suggested Ms. Chapman contact the meeting organizer to ask how the AHT can provide feedback if we are unable to attend the meeting.

NEW BUSINESS:

DISCUSSION: Letter from Attorney Walter Sullivan

Mr. Irish reported the AHT received a letter from Attorney Sullivan whose client is requesting to build four affordable units on the property owned by the AHT located on Stockbridge Road. Mr. Irish further reported that Attorney Sullivan and his client have been invited to attend the next meeting of the AHT to further discuss.

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

Mr. Irish - yes

Ms. Chapman – yes

Ms. Guardia - yes

The meeting was adjourned at 7:08 pm.

Submitted by: Nancy Chapman

Approved: June 16, 2021