**AFFORDABLE HOUSING TRUST**

**Meeting Minutes**

January 16, 2019

**ATTENDEES**: Nancy Chapman, Barbara Cox, Steve Irish (Chair), Ruth Wagner

The meeting was called to order at 6:30 pm

The agenda was accepted by unanimous vote

The December 5, 2018 and January 7, 2019 meeting minutes were approved as written by unanimous vote

**Discussion: 1/14/19 Community Preservation Committee hearing regarding AHT funds request -** Mr. Irish and Ms. Chapman gave the Board a review of the recent CPC hearing and indicated that it went very well. The CPC Board seemed very supportive based on their remarks and questions. The CPC will vote on the applications at the February 11th meeting.

**Discussion: Nancy Chapman consultant research -** Ms. Chapman gave the Board an overview of her discussion with consultant Jennifer Goldson re: updating the Housing Production Plan. She said that her fees, depending on what is done, range from $22,250– $27,250. This would include a minimal update of the Housing Production Plan (HPP), as well as a Town needs assessment, public hearings, field work and research. The question was raised about who was responsible for hiring a consultant for those needs - the Town Planner and Director of Planning & Development or the Trust.

The Board discussed how they can be more aware of projects in the initial stages in the Town pipeline that may have affordable housing opportunities. They reviewed the current affordable housing list from the Planning Department and noted that it is not up to date. Mr. Irish will email copies to Ms. Sprague for the files.

Ms. Chapman will schedule a meeting with Brad Washburn to update him on: 1) the meeting with CPC, 2) the need to start on the update of the HPP and the estimate from Jennifer Goldson, and 3) the two properties missing from the Planning Board’s affordable housing list. She also will ask him for information on Ely Avenue, an empty lot that was discussed at the recent CPC hearing.

Future Goals of Trust: identify projects to work on with developers; work with Planning to ensure Trust is informed of potential new projects as well as an update of all current affordable housing units; two members of Trust to meet with Planning on quarterly basis for updates; ask builders to donate land or consider building a smaller house.

**New Business:** The Board scheduled meetings for February 20, March 20 and April 17, 2019. The Board will schedule future meetings on March 20th.

The meeting was adjourned at 7:40 pm by unanimous vote.

*Submitted by*

*Mary Sprague*