**AFFORDABLE HOUSING TRUST**

**Meeting Minutes**

March 20, 2019

**ATTENDEES**: Nancy Chapman, Barbara Cox, Steve Irish (Chair), Maura Curran (7pm)

The meeting was called to order at 6:30 pm

The agenda was accepted by unanimous vote

**Approval of Minutes**: A MOTION was made by Ms. Chapman to approve the following meeting minutes as submitted; Seconded by Ms. Cox; all in favor.

* December 5, 2018 -revised
* January 7, 2019
* January 14, 2019
* January 16, 2019

**Discussions**

**Nancy Chapman update on consultant search & discussion with Brad Washburn:**

Ms. Chapman met with Mr. Washburn on February 5, 2019. She told him about her conversation with consultant Jen Goldson and reviewed her company’s estimated cost for the updated Housing Production Plan (HPP). Mr. Washburn noted that, depending on the cost threshold, the Planning Board may have to submit an RFP; he would like representation from the Trust to review the document and the applications.

Ms. Chapman told the Board that there was a discussion about who should pay for the Plan. Mr. Washburn suggested that if the Trust funded it, they would not need to go to Town Meeting for approval. Mr. Irish noted that, in previous meetings, Ms. Curran has suggested that it is the responsibility of the Planning Board to pay for the HPP.

Mr. Irish clarified that the AHT Board can participate as advisors but will not have a role in creating or managing any aspects of the HPP.

Ms. Chapman said she informed Mr. Washburn that 11 Nelson Road and 163 Stockbridge Road are not on the Town’s Affordable Housing list. Karen Joseph, Town Planner, said that she needs the deeds in order to submit them to the State. Ms. Sprague offered to follow-up with Ms. Joseph regarding the deeds.There was an additional discussion about the process for submitting the properties to the State in order to be added to the master list.

When she asked about how the Trust can become more aware of affordable housing opportunities when they come into Town Hall, Mr. Washburn suggested more regular meetings and communications.

Ms. Chapman told him that these opportunities do not necessarily get communicated to the Trust.

The Board discussed possible meeting dates; Ms. Chapman will invite Mr. Washburn to attend the next AHT meeting on Wednesday, April 17th. If he cannot attend, Mr. Irish will try to schedule a meeting on Tuesday, April 16th at Town Hall.

**Update/discuss CPC approved funds request for ATM vote; next steps for vote support**

The Board discussed the ATM and the possibility that they may need to discuss the project if questions come up.

**Schedule future meeting dates -** The following dates were selected:

* May 22nd
* June 19th
* July 17th
* Aug 21st
* Sep 18th

Ms. Curran arrived and the Board updated her on earlier meeting discussions. Ms. Curran suggested that the AHT could be on the agenda distribution list for Planning Board meetings, or to alert the Board if a particular item would be pertinent.

Ms. Chapman told the Board that she works at a property management company in resident services and has taken on additional hours in a grant funded position to work at supportive housing for veterans in Brockton. There are 14 units in a small house located on the Veterans Administration campus; it is very similar to the home they saw in Hingham.

Ms. Curran suggested that the senior center would be a great location for veterans housing. She does not know what the Town plans to do with the building if the new Senior Center plan is approved at the ATM. There was an additional discussion about whether or not Scituate could offer the supportive services.

**New /Old Business**

Ms. Curran will draft a letter to Mr. Washburn, Ms. Joseph and Ms. Burbine regarding the property on 165-167 Stockbridge Road, next to 163 Stockbridge Road, to begin the search for a developer. The proposed plan is to build a small two-unit home on an acre and a half.

The meeting was adjourned at 7:30 pm by unanimous vote.

*Submitted by*

*Mary Sprague*