

West Boylston Affordable Trust

November 20, 2015

Meeting Minutes

Members present: Robert J. Barrell, Marc Frieden, Anna Mary Kraemer and Patricia Halpin

Also present: Dave Femia, Paula Stuart, Kristina Pedone

Chairperson Halpin called meeting to order at 6:03 p.m.

The meeting minutes of October 20, 2015 were read and approved on a motion by Ms. Halpin and seconded by Ms. Kraemer. This motion was unanimously approved.

The meeting opened with a discussion regarding the roles of the town boards for monitoring the existing 40B developments. The enforcement of the deed riders and regulatory agreements is of particular concern. Ms. Stuart advised that it is the responsibility of the Zoning Board of Appeals and the monitoring agent CHAPA to enforce the regulatory agreement and deed riders. It is suggested that a checklist and a method to convey and track communication among the boards needs to be advanced. An additional benefit to this approach would provide continuity. A repository is part of the remedy.

The first steps to develop a repository is to investigate the capacity of the town's information systems. Ms. Pedone and Mr. Frieden will contact Ms. Pare' to discuss the utility of the computer systems. Ms. Stuart will create a data base structure.

The owner of an affordable unit at Afra Terrace is renting his unit contrary to the deed rider. The deed clearly states that the unit must be occupied by the owner. Ms. Stuart has discussed this issue with CHAPA, the monitoring agent, and with the Department of Housing and Community Development. The Town may enforce the deed rider but should not look to CHAPA for resolution. Ms. Stuart cautioned that it may be necessary to involve the town's attorney. Ms. Stuart will craft a letter to the property owner advising the owner that he is in violation of the deed rider. This notice will be forwarded to the town manager for review and approval.

Mr. Barrell reported that with the assistance of Mr. Vignaly the request for survey proposals for the Maple Street land was rewritten. The revised proposal request results will be available for the December meeting.

Ms. Halpin informed the Trust that a training entitled How to Effectively Operate Your Local Trust is offered by the Massachusetts Housing Partnership and scheduled for December 12, 2015.

The next scheduled meeting will be December 8, 2015

Motion to adjourn by Mr. Barrell seconded by Mr. Frieden and approved by all.

Respectly submitted: