

Affordable West Boylston Trust

May 30, 2017

Meeting Minutes

Members present: Robert J. Barrell, Marc Frieden, John Hadley, Patricia Halpin and Anna Mary Kraemer( by phone)

Also Present: Susan Connelly, Paula Stuart, David Femia, Peter Sanborn, Anita Scheipers, Anita Sullivan

Chairperson Halpin called the meeting to order at 5:16 p.m.

Susan Connelly from the Mass. Housing Partnership is present to discuss the Request for Proposal for senior housing rental development. Ms. Connelly provided a sample RFP for review. Before a RFP can be issued a number of items must be addressed as following:

Contact DHCD presenting a strong case for affordable senior housing. ( This is assigned to Ms. Stuart to contact Mr. Paul McPartland and provide a revised plan for senior housing)

Sub-divide 87 Maple Street and rectify encroachment. (This will be reviewed with the survey company at a meeting of the Trust). Access to 87 Maple Street is difficult and may require a creative solution.

How much money will be committed to the project by the Town? ( This will be reviewed at a future meeting).

A number of clerical items need to be cleaned up as outlined in the Next Steps Memo dated May 30 provided by Ms. Connelly:

Identify Chief Procurement Officer for WBHA

Identify single point of contact for the RFP

Write up project background include sub-division issues ( include land registry book and page reference), encroachment, access, utilities, including water and sewer.

Is senior services desired?

Include any necessary easements including current zoning.

Consider local preference.

The above issues will be resolved by the Trust and in part with the assistance of engineering consultant, Mr. Jim Smith.

The Housing Authority will issue the RFP with the assistance of the Trust in September. The Housing Authority participation will be explained at their next meeting of the Housing Authority by the Executive Director.

The Trust registered disappointment with the lack of an application package for Sajda Gardens. Residents are inquiring about the application process. Attempts to reach Mr. Harrison has been unsuccessful. Ms. Stuart will continue to reach out to Mr. Harrison .

Ms. Connelly will review the proposed rents for Sajda Gardens.

Mr Barrell moved to adjourn the meeting at 7:40 p.m. This motion was seconded by Mr. Frieden and approved by all.

Respectfully submitted:

Robert J.Barrell