



Town of West Boylston
140 Worcester Street, West Boylston, Massachusetts 01583

The Affordable Housing Trust Meeting Minutes August 7, 2018

MEMBERS PRESENT: Robert J. Barrell, Patricia Halpin, Anna Mary Kraemer, and Marc Frieden
Member Absent: John Hadley

Also Present: Paula Stuart, David Femia

Chairperson Halpin called the meeting to order at 6:00 PM

The minutes of the June 21, 2018 and the July 10, 2018 meetings were approved on a motion by Mr. Frieden, seconded by Ms. Kraemer and approved by unanimous vote. Mr. Barrell abstained from the vote on the minutes of the July 10, 2018 meeting as he was not present at that meeting.

The Trust supports the Town Administrator choice to award the updating Housing Production Plan to COG. COG is very familiar with the town's housing demographics and has successfully defended the housing inventory. COG would also be the choice of the Trust to prepare the proposal for the RFP for developers of the senior housing.

The Trust reviewed the application to request \$25,000.00 from the Community Preservation Fund. Annually the Trust requests these funds to support the work of the Community Housing Specialist. Among the duties of the Specialist is to maintain the housing inventory and technical assistance to the Trust's efforts to build senior housing. These funds may also be used to hire consultants for the development of senior housing. On a motion by Mr. Frieden and seconded by Ms. Kraemer this request is approved and the Chair may edit or amend the application as necessary. This motion was approved by all.

The Trust reviewed a letter dated July 30, 2018 from the Housing Authority regarding the proposed senior housing to be located at 87 Maple Street. The Housing Authority may be taking the lead in this effort with support from the Trust. There is a need to clarify the roles of the Trust and the Authority. A meeting is scheduled for August 16, 2018 with the Trust and the Authority. To date the Trust has completed much of the preparatory tasks for the RFP including a survey, wetlands study and housing needs study.

Members of the Trust discussed the organization of the material that may need review by legal counsel before the RFP is advanced. An agreement between the Housing Authority and the Trust must be structured and is of immediate concern.

On a motion by Mr. Hadley and seconded by Mr. Barrell to adjourn the meeting at 7:15; approved by all.

Respectfully submitted,

Robert J. Barrell