

West Boylston Affordable Trust

September 29, 2015

Meeting Minutes

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

Also present: Dave Femia, Paula Stuart

Chairperson Halpin called meeting to order at 6:02 p.m.

The meeting minutes of the August 20, 2015 were read, corrected and approved on a motion by Mr. Hadley and seconded by Mr. Frieden. This motion was unanimously approved.

Ms. Stuart provided Trust members a thumb drive that captured Mr. Heaton's work.

The Chairperson Ms. Halpin queried Mr. Barrell regarding the status of the Maple Street survey. Mr. Barrell met with Mr. Purcell regarding the process. The present RFP seems to be directed toward engineering firms and not survey firms. A best practice may be to contract with a survey firm. Mr. Purcell will inquire town counsel as to the survey requirements for the town to accept a property. Mr. Barrell is given the authority to research the issue and hire a firm.

Ms. Stuart reviewed the responsibilities of a monitoring agency. Ms. Stuart has examined the deed riders of several affordable units at Afra Terrace. This review is incomplete. Mr Barrell will locate the annual report submitted to the Town each April. This information is critical for an accurate subsized housing inventory.

Ms. Stuart to draft a letter to the monitoring agent advising the agent the concerns the Trust has with the developer of Afra Terrace. She advised the Trust that the letter must be factual. The concerns of the Trust include rented affordable units, the sale prices of affordable units and the sale of market units below fair market prices. Ms. Kraemer will research unit sales.

Ms. Halpin provided updated Trust financial information. The fund balance that must only be appropriated for Affordable Housing purposes is \$112,751.23. The Affordable Trust Fund balance is \$43,795.98 (from Afra Terrance). The CPA accounts balances are (senior housing) \$381.75 and (housing specialist) \$16,116.50.

At the semi-annual town meeting scheduled for October 19, 2015 the Trust will request \$20,000.00 for services to develop affordable housing for veteran and senior housing.

Motion to adjour by Mr. Barrell seconded by Mr. Hadley and approved by all.

Respectly submitted: