

Town of Georgetown

Affordable Housing Trust
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Meeting Minutes November 7th, 2012 Town Hall 7pm, 3rd Floor Meeting Room

Present: Tim Gerraughty, Member
Paul Nelson, Member
C. David Surface, Member
Howard Snyder, Town Planner and Trust Agent

Not Present: Philip Trapani, Member

Attending: Sean McGee, Chuck Keilty.

Meeting Opens at 7:10pm.

New Business:

1. Affordable Housing Task Force:

Mr. Surface – The Selectmen may go from five to three members for the Task Force.

Mr. Nelson – I will review the CPC charter.

Mr. Gerraughty – There were five members of the Task Force. Past members were Sue Miller, Virginia Adams, Barbara Hart and Sean McGee.

Mr. Surface – If the Task Force becomes three then one with CPC? The Trust was established to handle the financials. The intent with the Task Force is to have execution of Trust tasks. The Trust created the Housing Production Plan (HPP) to address needs. Previously the Trust acted as both the Trust and the Task Force.

Mr. McGee – So the Task Force will work to implement the HPP?

Mr. Surface – If five with the Task Force, one member should overlap with the Trust to be hand in hand, in sync. Paul has been doing a lot of work and so has Tim.

Mr. Gerraughty – The Task Force can also help plan for the review of Trust proposals each year. Act to standard procedures to keep properties in the loop. Handle oversight.

Mr. Nelson – Help to keep a handle on inventory.

Mr. Keilty – How many units?

Mr. Gerraughty – {Lists known properties}

{Discussion of DHCD approved and other properties that are deemed affordable housing by various entities.}

Mr. Surface – The Task Force will review the list and checklist with unit owners. Part of an annual review and with new owners.

Mr. Gerraughty – A goal is to get all properties on new DHCD rider or other rider. I have a goal of establishing a buy-back program. Not towards the 10% but to create and maintain housing for seniors.

Mr. Keilty – How would that be funded?

Mr. Gerraughty – {Discusses an explanation.}

Mr. Surface – We need to create a CPC fund request. Due by the end of the month.

Mr. Snyder – The Trust and Task Force should meet jointly for the near-term.

Mr. Surface – The Task Force needs to elect a Chairman and begin their review of the HPP.

Approval of Minutes:

1. October 17th, 2012:

Mr. Surface - **Motion** to approve minutes of October 17th, 2012 as presented.

Mr. Nelson – **Second.**

Motion Carries: 3-0; Unam..

Correspondence:

1. Voucher: Kopelman and Paige.

Mr. Snyder – This is a bill from K&P for their work in the sale of True Lane and Central Street.

Mr. Surface – Please confirm with K&P that this bill has not already been paid. I recall seeing this bill before.

Mr. Snyder – I believe this to be a new invoice. I will confirm payment history with K&P.

Mr. Surface – Pass this item to the next meeting.

Old Business:

1. True Lane: Update.

Mr. Snyder – The sale and purchase has been completed.

Mr. Keilty – The Certificate of Compliance will be recorded shortly.

{Discussion of True Lane property for Shawn McGee}

2. Reorganization of the Trust:

Mr. Snyder – The former chairman’s letter of resignation has been received by the Town Clerk and processed.

3. Rental Subsidy Program:

Mr. Snyder – The contract between Coastal Homebuyers and the Trust has been reviewed by legal counsel. From that review, a revised contract was established and sent to Coastal Homebuyers for final review. She is ready to accept the contract. The Trust needs to sign the contract and I will then send to Martha for her to sign.

Mr. Surface – **Motion** to approve contract with Coastal Homebuyers, LLC as presented.

Mr. Nelson – **Second.**

Motion Carries: 3-0; Unam..

New Business:

1. List of Accomplishments:

Mr. Gerraughty – The edits I sent, where they understood and incorporated into the list?

Mr. Snyder - Yes. If there are no other edits, I will finalize and post to the Trust’s page on the Town’s website.

2. Affordable Housing Task Force:

Mr. Nelson – I would like to discuss the second line in the mission statement with “quality of life.”

Mr. Surface – Before the Trust starts discussion of the Task Force’s mission statement, I believe the Task Force should revisit it. The next meeting of the Trust and Task Force is on November 21st. We need to consider the CPC funding will close the end of November.

Mr. Nelson – We should have two place holders, one for the Rental Subsidy and another for a grant type allocation similar to what we did last year when we asked for \$200,000 and got \$100,000.

Mr. Surface – We should get K&P to give an opinion on the CPC and a rental subsidy program.

Mr. Gerraughty - **Motion** to adjourn.

Mr. Nelson – **Second.**

Motion carries; 3-0; Unam..

Adjournment at 8:50pm.