

GEORGETOWN AFFORDABLE HOUSING TRUST

Memorial Town Hall ♦ One Library Street ♦ Georgetown MA 01833



DATE:

September 15, 2021

ATTENDEES: 5

David Surface – Chairman

Charles (Chuck) Keilty – Trustee

Shawn McGee – Trustee

Peter Kershaw - Trustee

Dianna Twomey – Administrative Assistant

GUESTS: Timothy Ruh

Meeting opened at 6:32 PM by Chairman, David Surface

MINUTES:

Motion to accept Minutes from August 10, 2021 made by Chuck, 2nd Pete, Shawn, David: 4 Approvals, Motion Approved

OLD BUSINESS:

RAP – Client 20-09 – No change

A motion to pay RAP Client 20-09 monthly rental payment in the amount of \$446.00 was made by Chuck, 2nd Pete, Shawn, David: 4 Approvals, Motion Approved

ERAP – 21-01 – 3rd and Final ERAP Payment

A motion to pay ERAP Client 21-01 monthly rental payment in the amount of \$1,015.00 was made by Chuck, 2nd Pete, Shawn, David: 4 Approvals, Motion Approved

Bills Payable – Vouchers:

RAP Program Voucher:

Client 20-09 - \$446.00

ERAP Program Voucher:

Client 21-01 - \$1015.00 (3rd payment out of 3 payments)

30 East Main Street:

\$468.32 – Allied Property Management –Condo Fee

\$12.55 – Georgetown Electric

\$19.48 – National Grid

\$1,500.00 – L.A. Associates, LLC – LAU Application/Consultation Fees

32 Lisa Lane:
\$26.05 – National Grid
\$00.00– Georgetown Electric
\$650.00 – Nature’s Way Land Care Inc – Mowing
\$1695.00 – Rescon Basement Solutions - Dehumidifier

Motion to pay all vouchers made by Chuck, 2nd Pete, Shawn, David: 4 Approvals, Motion Approved.

65 Central Street – the apartments above CVS are nearing completion. The AHT is expected to receive a check in the amount of \$157,000.00 by the end of September.

30 East Main St Unit 4- Dianna worked with Kristen Costa, L.A. Associates, Inc, to prepare the DHCD LIP Local Action Unit Application. Dianna and Kristen have submitted the application to the state for approval on July, 22 2021. Approval was estimated to take 2-3 weeks. However, there are significant delays on approvals due to the Covid-19 shut down and tremendous back up of processing time. Dianna will be planning a site walk with DHCD representatives soon. Once approved, Dianna and Kristen will list the property and begin accepting applications immediately. The state guidelines require the lottery to run for 60 days before a drawing can take place. Although there is no way to tell, the DHCD believes there may be a large number of applicants due to the shortage of affordable rentals in the state. Depending on how many applicants are received, Dianna may need to increase her hours during the 60-day period that is required by the state to accept applications.

Kimball Mechanical Services has submitted his permit application to replace the gas boiler. This should be complete by our next AHT meeting.

32 Lisa Lane – Rieko Hayashi, DHCD, has stated “Based on the information provided, DHCD would not have any objection to releasing 32 Lisa Lane from the program.” At the request of the DHCD, the GAHT would need to provide a copy of the vote supporting the decision to remove 32 Lisa Lane from the SHI list to be sold at market rate. Once they receive that information, a release can be prepared. The GAHT plans to use the funds of that sale to purchase a unit or units that are financially more affordable for a tenant/owner to maintain.

Also at Lisa Lane, due to the french drain installation, there is work that needs to be completed prior to listing the property. Dianna will contact an electrician.

Motion to move forward with the removal of 32 Lisa Lane from the SHI, and to sell at market rate contingent upon the release of Deed Restriction from the DHCD was made by Shawn, 2nd Chuck, Pete, David: 4 Approvals, Motion Approved.

Motion to authorize Chairman, David Surface, to sign for maintenance for 32 Lisa Lane in the amount up to \$8,500.00 was made by Pete, 2nd Chuck, Shawn, David: 4 Approvals, Motion Approved.

Motion to authorize Chairman, David Surface, to enter in to contract with Susan Stead, Coldwell Banker Realty, for the market rate sale of 32 Lisa Lane upon the release of DHCD Deed Rider, and approval from Georgetown town council was made by Pete, 2nd Chuck, Shawn, David: 4 Approvals, Motion Approved

188 East Main Street – A 2-family (RB District) property on 1.6 acres for sale. Shawn and Dianna met with realtor, John Psiakis, of Century 21, to view the property. After walking the property and seeing the potential, Dianna consulted with the Building Inspector, Board of Health, and Conservation departments at Town Hall requesting

feedback on a complete renovation and the possibility of converting the existing garage into another unit for the total of 3 units. The GAHT would like to pursue more information on this property before coming to a decision. This will be put on the agenda for 10/5/21

New Business –

New Member- ***A recommendation to appoint, Timothy Ruh, to a 2-year term on the Georgetown Affordable Housing Trust was made by Pete, 2nd Chuck, Shawn, David: 4 Approvals, Motion Approved***

Affordable Housing Task Force – The Housing Task Force is no longer an active board. David will have a meeting with the Mike Farrell, Town Administrator, if needed.

A recommendation to the Board of Selectman to eliminate the Housing Task Force, and to transfer all previous documentation that was once referred to the Task Force be sent to the Affordable Housing Trust was made by Chuck, 2nd Shawn, Pete, David: 4 Approvals, Motion Approved.

Position Analysis Study – David and Dianna attended a meeting at Town Hall. Human Resources Services, Inc. (HRS) has been retained by the Town of Georgetown to conduct a Compensation and Classification study for all non-union employees. It is estimated that approximately 40 positions will be included. Dianna has a Q+A to fill out and submit. We will revisit this when the results are in from the study.

Action Items –

30 East Main Street Unit 4 – Lottery – Add to SHI – Replacement of Gas Boiler

32 Lisa Lane – DHCD – Removal from SHI — Removal of Deed Rider- Town Council – Electrician - Realtor

188 East Main Street – Research Possibilities and Restrictions.

Admin Asst. – Q&A

ADJOURNMENT:

Motion to adjourn at 7:44 PM made by Chuck, 2nd Shawn, Pete, David: 4 Approvals: Motion Approved

NEXT MEETING:

October 5, 2021 @ 6:30 PM