

# GEORGETOWN AFFORDABLE HOUSING TRUST

Memorial Town Hall ♦ One Library Street ♦ Georgetown MA 01833



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## **DATE:**

December 16, 2020

## **ATTENDEES: 4**

David Surface - Chairman  
Paul Nelson – Secretary & Trustee  
Charles (Chuck) Keilty – Trustee  
Shawn McGee – Trustee  
Dianna Twomey – Administrative Assistant

## **GUESTS: 0**

Virtual Audio Meeting opened at 6:04 PM by David Surface

## **MINUTES:**

Motion to accept Minutes from November 17, 2020 made by Chuck, 2<sup>nd</sup> Paul, Shawn, David: **4 Approvals, Motion Approved**

## **OLD BUSINESS:**

**RAP Program** – Client 19-09 was approved for a 1-year contract with quarterly reviews.

New applicant (20-10) was approved with monthly reviews do to the fact that financials will be changing.

Client 20-02 will be issued a payment for an October subsidy that was not paid due to a miscommunication between the client and Dianna. Dianna believed that client had moved out of Longview on 10-1, however, client stayed in the unit until 11-1.

Motion to approve contracts for clients 19-09 and 20-10 made by Paul, 2<sup>nd</sup> Chuck, Shawn, David: **4 Approvals, Motion Approved**

**ERAP** – No new applicants.

An arrears balance for new RAP client 20-10 will be paid from this account in the amount of \$1,937.24 to Longview for her November and Decembers rent. This payment will bring her current.

Motion to pay arrears out of ERAP account was made by Shawn, 2<sup>nd</sup> Chuck, Paul, David: **4 Approvals, Motion Approved**

## **VOUCHERS:**

RAP Client 19-09 (Now 20-09)

RAP Client 20-10

RAP – Client 20-02 (October subsidy at Longview)

ERAP Client 20-04 – Final payment in contract

ERAP Client 20-05 - Final payment in contract

Allied Property Management – Condo fee - 30 East Main St Unit 4 for February - \$468.32  
Georgetown Electric - \$32.18 – 32 Lisa Lane  
National Grid – 30 East Main Street Unit 4 \$30.34  
National Grid - 32 Lisa Lane - \$104.89

Motion to pay Vouchers made by Paul, 2nd Chuck, 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. Dianna will notify Les, Building Inspector, and John Cashell, Planning Board, that we are expecting the payment before an occupancy permit can be issued.

**30 East Main St Unit 4** –David Foss, David Foss & Sons LLC has begun work on deleading and window replacement. He believes he will need just one week to complete the work. All tenants in the building have been notified of the work taking place by email. Dianna and Les, Building Inspector, will monitor. The board also discussed the need for 3-bedroom rentals in the area and will vote on whether to rent or sell the 'affordable' units at our next meeting on 1/13/2021

Motion to pay David Foss the sum (up to) \$16,000.00 contingent upon 1) the unit passes lead inspection 2) the building permit is signed off on by Les, building inspector, made by Shawn, 2nd Chuck, Paul, David: **4 Approvals, Motion Approved**

**32 Lisa Lane** – According to the Mass Law Chapter 30B, a contract valued between \$10,000 and \$50,000 requires that bids be solicited from (bid info sent to) at least 3 vendors, but 30B allows selection if only 1 or 2 actual quotes are received back from vendors. We have three quotes from the following vendors 1) Rescon Basement Solutions 2) Northeast Basement Solutions 3) Reliable Basement Waterproofing. However, the quotes are not for the same scope of work. Dianna will call the companies and ask adjustments to be made to their quotes. Dianna will have the chimney inspected. A plow company must be hired for snow removal.

**4 Mallory Road** – An affordable home owner has inquired about listing this property. He has requested more information as to what he could sell it for. The owner has been provided (several times) information on what he needs to do to set the selling price for the home. His goal is to sell it at market rates (approx. \$256,000), which is not allowed in the deed rider - unless he can justify that thru CPI adjustments and capital updates to the property. The property was originally purchased as an 'affordable unit' for \$95,000 in November of 1996. CPI adjustment would bring the sales price to approximately \$153,000. Dianna will request proof of capital improvements and receipts. This will be put on the agenda for 1/13/2021

**Housing Choice Small Town Capital Grant** – We do not qualify for this grant due to the size of Georgetown.

**CPC Grant** - David's request of \$98,000.00 from the CPC will move forward. A meeting to discuss his request is scheduled with the CPC to take place in January 2021.

**Housing Production Plan** – Our CPC request included \$10K to update the current HPP - which 'expires' in November 2021. Note that the monies being requested from the CPC will not be awarded until sometime in 2021 and would be spent in 2021/2022 (FY22). If we remove the monies from this year's request, we will end up spending current GAHT monies on the new HPP - not a good idea.

**Action Items** – Hire plow company - 32 Lisa Lane  
Chimney inspection – 32 Lisa Lane  
Research 4 Malloy Road

**ADJOURNMENT:**

7:12 PM

**NEXT MEETING:**

January 13, 2021 @ 6:00 PM