

# GEORGETOWN AFFORDABLE HOUSING TRUST

Memorial Town Hall ♦ One Library Street ♦ Georgetown MA 01833



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## ***Georgetown Affordable Housing Trust & Georgetown Affordable Task Force Joint Meeting***

### **DATE:**

February 22, 2022

### **ATTENDEES: 5**

David Surface - Chairman

Charles (Chuck) Keilty – Trustee

Peter Kershaw – Trustee

Tim Ruh - Trustee

Dianna Twomey – Administrative Assistant

### **GUESTS: 2**

Shawn McGee

David Trembly

Affordable Housing Task Force Meeting opened at 6:03 PM by Chairman, Peter Kershaw

Affordable Housing Trust meeting opened at 6:03 PM by Chairman, David Surface

### **MINUTES:**

January 18, 2021

Move to February Agenda

### **OLD BUSINESS:**

RAP – 22-01 - \$224.00

***Motion to pay subsidy for RAP client 22-01 in the amount of \$446.00 was made by Chuck, 2<sup>nd</sup> Tim, Pete, David: 4 Approvals, Motion Approved.***

ERAP – 22-01- \$305.90

***A motion to pay subsidy for ERAP client 22-01 in the amount of \$305.90 was made by Pete, 2<sup>nd</sup> Chuck, Tim, David: 4 Approvals, Motion Approved***

### ***Bills Payable – Vouchers:***

32 Lisa Lane:

\$430.52 – National Grid

\$89.66 – Georgetown Electric

\$210.10 – Earthscapes Design

30 East Main Street:

\$127.56 – National Grid  
\$19.74– Georgetown Electric  
\$468.32 – Allied Property Management  
\$799.20 – L.A. Associates, INC.

Other:  
\$45.55 – Georgetown Building Supply

***Motion to pay all vouchers made by Chuck, 2<sup>nd</sup> Pete, Tim, David: 4 Approvals, Motion Approved.***

9 Horsemint Circle – After review from KP Law, Dianna has sent a letter of intent to Joseph Principato, Personal Representative for the Estate of Dolores A. Sarver, on 2/14/2022 by certified mail. This letter is informing all parties of the Affordable Housing Trusts intent on finding a qualified purchaser for 9 Horsemint Circle. Dianna will continue to work with Kristen Costa, LA Associates, on setting up a lottery.

***A motion to authorize Chairman, David Surface, to enter into contract with Kristen Costa, L.A. Associates to assist in the lottery at 9 Horsemint Circle not to exceed the amount of \$2,000.00 was made by Pete, 2<sup>nd</sup> Tim, Chuck, David: 4 Approvals, Motion Approved.***

188 East Main Street- David Trembly has hired an attorney to help him navigate the process of creating a multiunit structure at 188 East Main Street. David has created a design and will reach out to Angelo, Building Inspector.

30 East Main St Unit 4- The deadline for submitting an application for 30 EMS ended on 2/9/2022. 24 applicants were qualified to enter the lottery and received ballot numbers via email. Dianna and Kristen held the lottery on 2/14/2022 via Zoom. The unit will be offered to the first ballot pulled. In the event that the person or persons passes on the unit, the unit will then be offered to the 2<sup>nd</sup> ballot pulled. This process will continue until the unit is occupied.

Also at 30 EMS, Maid Brite is scheduled to clean the unit on 2/23/2022.

32 Lisa Lane – The 30B process to sell 32 Lisa Lane has begun. Dianna has been assisting Susan Stead and Gail Fennessey with showings when needed. As part of the process, the property must be available to show for 30 days. All offers are due by noon on Monday, 2/28/2022. Dianna and Orlando will open and record the bids on 2/28/22. The bids will then be reviewed by Susan, Gail, and Dianna. All names will be redacted and replaced with a client number. The number assigned will be based off of the order in which the bid was received; NOT the order of best offer to least best. The Affordable Housing Trust members will review, discuss, selected a bid to accept at a separate AHT meeting.

Also, the Title 5 was set to expire, Dianna submitted an extension to the Board of Health.

### ***New Business:***

Administrative Assistant – Dianna has been using her personal cell phone for work related issue within business and non-business hours.

***A motion to approve the Town Hall cell phone stipend policy for Dianna in the amount of \$50.00 per month was made by David, 2<sup>nd</sup> Pete, Chuck, Tim: 4 Approvals, motion Approved***

CPC– The CPC has accepted the AHT request for \$595,000.00. This vote will take place at the next CPC meeting.

Member or Public Concern – Tim would like to review and revise the Affordable Housing Trust Bylaw in the near

future. He will work with Harry and Orlando on this over the summer.

**Action Items –**

30 East Main Street Unit 4 –Applications- Lottery – Cori – Credit Checks – Lease Agreement

32 Lisa Lane – 30 B - Sale

9 Horsemint Circle - Lottery

**ADJOURNMENT:**

***Affordable Housing Trust motion to adjourn at 6:52 PM made by Tim, 2<sup>nd</sup> Chuck, Pete, David: 4 Approvals: Motion Approved***

***Affordable Housing Task Force motion to adjourn at 6:52PM was made by David, 2<sup>nd</sup> Chuck, Tim, Pete: 4 Approvals, motion Approved.***

**NEXT MEETING:**

March 3, 2022 @ 6:00 PM - 32 Lisa Lane @ Town Hall on the 3<sup>rd</sup> Floor

March 15, 2022 @ 6:00 PM via Zoom