

HARVARD MUNICIPAL AFFORDABLE HOUSING TRUST

Meeting Minutes – March 17, 2014

HMAHT members in attendance: Bruce Nickerson, Barbara Brady, Leo Blair, David Hopper, Evelyn Neuburger and Greg Schmidt.

Also in Attendance: Connie Donahue, Executive Director of Choice Housing Opportunities for Intergenerational and Community Endeavors (CHOICE)

Call to order. Meeting was called to order by Chairman Nickerson at 7:02 PM.

Approval of Minutes of February 10, 2014. Upon motion by Blair, seconded by Hopper. In favor: Brady, Blair, Hopper, Nickerson, Neuburger and Schmidt. No discussion. **The Minutes of February 10, 2013, were approved, with spellings as corrected.**

Financial report. Hopper distributed the FY 2013-2014 Change in Financial Position, as of 3/7/2014. Hopper reported that the safe deposit box is open and that a key will be given to the chairman. Nickerson noted that he collected a rebate for taxes, in the approximate amount of \$1,700 and this amount was deposited. **Treasurer's Report was approved, as presented.** Upon motion by Blair, second by Schmidt. In favor: Brady, Blair, Hopper, Nickerson, Neuburger and Schmidt.

CHOICE. Connie Donahue, Executive Director of Choice Housing Opportunities for Intergenerational and Community Endeavors (CHOICE), expressed her hopes that the Trust could reconsider the CHOICE funding request.

Nickerson noted that the Trust had agreed to consider giving financial support to CHOICE, in the event that the Community Preservation Committee (CPC) gave the Trust funding in excess of the amount requested to fund the Trust's on-going projects and commitments. The CPC gave the Trust 25% less than requested.

Brady added that the Trust has already contributed \$18,000 in mortgage assistance so that the Elms project could happen. Brady asked if this counted as support. Ms Donahue asked if a letter to that effect could be supplied by the Trust.

A letter will be written by Nickerson and sent to CHOICE, for submission to the Department of Housing and Community Development (DHCD), upon motion by Brady and second by Schmidt. In favor: Brady, Blair, Hopper, Nickerson, Neuburger and Schmidt.

The letter will document mortgage assistance provided by the Trust, in order to keep the Elms and the Inn out of foreclosure, thus providing CHOICE with the opportunity to purchase the property at a discount off of the market rate and, therefore, enabling the project to go forward. Nickerson noted that the Trust will send a copy of the 166 Littleton Road project RFP to CHOICE, when it is written.

166 Littleton Road. Brady presented large site maps for everyone to view. Brady noted that the two lots may be of more value to a single developer because he or she would then have more units. Nickerson referenced the 03/13/14 notes from Brady's discussion with Chuck Eisenberg (Housing Partners, Inc.), regarding possible consultation to develop the RFP: Remove lot lines and show as parcels. Show existing houses, roads, septic results, topography, wetlands and perks. Nickerson said that by not showing subdivision lines or potential buildings, the developers can use their own imaginations. Brady added that the RFP could add qualitative restrictions, such as maintenance of neighborhood character and open space.

Hopper reported that he had found a two more sample RFPs.: Nantucket Housing Authority RFP and the Sandwich Housing Authority RFP. Hopper will email the RFPs to all. Comments will be sent to Liz, who will compile the comments and send back to all. Blair will make a first pass at writing the RFP. Liz will send his draft to all. Comments on the RFP draft will be sent to Liz, who will compile and send back to all. The RFP draft will be discussed in open meeting.

Blair noted that town meeting is coming up and that there is a CPC article for HMAHT funding. Nickerson will provide an update, if asked.

New business. There has been a request to tap the maples on Old Littleton. Motion to approve the request to tap maples at 166 Old Littleton Road, for this year only. No compensation will be received. Upon motion by Blair. Seconded by Brady. In favor: Brady, Blair, Hopper, Nickerson, Neuburger and Schmidt.

Motion to adjourn. Upon motion by Blair. Seconded by Brady. In favor: Brady, Blair, Hopper, Nickerson, Neuburger and Schmidt. **The March 17, 2014 HMAHT meeting adjourned at 8:25 PM.**

Documents Referenced

Minutes of February 10, 2014.

FY 2013-2014 Change in Financial Position, as of 3/7/2014

166 Littleton Road site maps

Notes of Brady's conversation with Chuck Eisenberg (Housing Partners, Inc.) 03/13/14

Minutes taken by Liz Garner
