

## Minutes of the Manchester Affordable Housing Trust Joint with Manchester Housing Authority

Date: March 28, 2023  
Time: 6:30 PM  
Location: Hybrid – Town Hall Room 7 and Virtual Meeting through Zoom as posted  
Present: MAHT: John Feuerbach via Zoom, Joan McDonald, Chris Olney, Sarah Mellish, Muffin Driscoll, Peggy Hegarty-Steck, Gretchen Wood. Staff: Helene Shaw-Kwasie  
Present: MHA: Beth Heisey, Elaine Persons, Gretchen Wood  
Absent: Craigie McCoy, one empty seat. Staff: Irene Fronteiro

### 1. Call to Order

Mr. Olney served as Chair and called the MAHT meeting to order at 6:30 p.m.

Ms. Persons called the MHA meeting to order at 6:30 p.m.

### 2. Follow-up discussion on MHA/MAHT RFQ- Next Steps

Mr. Feuerbach opened the discussion on the RFQ which he has updated and sent out to all MAHT members. He will check in with Town Counsel before going public with the RFQ. He reached out to Town Administrator Federspiel who told him that Town Counsel has been inaccessible because of Town Meeting season. We should get someone within a week or two. We do not have legal counsel review yet but should get someone within a week or two.

Mr. Olney suggested that if town counsel says we are fine we could release the RFQ without a meeting.

Upon motion made by John Feuerbach and seconded by Muffin Driscoll, the MAHT VOTED by roll call vote with John Feuerbach via Zoom, Joan McDonald, Chris Olney, Sarah Mellish, Muffin Driscoll, Peggy Hegarty-Steck and Gretchen Wood voting in the affirmative to approve going public with the RFQ and advertising it subject to there being no comments from legal counsel except for minor comments without a meeting.

Upon motion made by Beth Heisey and seconded by Gretchen Wood, the MHA VOTED by roll call vote with Elaine Persons, Gretchen Wood and Beth Heisey voting in the affirmative, Craigie McCoy absent and one vacant seat, to approve going public with the RFQ and advertising it subject to there being no comments from legal counsel except for minor without a meeting. Members will submit their comments on the RFQ to the Administrative Assistant and she will forward them to MAHT.

Mr. Feuerbach will check with Town Planner Betsy Ware how to advertise in the State as well as CHAPA, Area Planning Association, MACP and DHCD. He will reach out to Mass Development Corporations, Harborlight and FEMA when the RFQ is available to the public.

He will submit an article to the Cricket with the RFQ goes public. He will submit the information to MHA Director Irene Frontiero.

Mr. Feuerbach said that at Town Meeting we could be asked what we are doing for money and we can refer to our vote. We could also do a quick promo of the rental and mortgage relief program and can refer to the 2022 Report to the Town Report.

Adjourn MHA.

At 6:47 p.m., upon motion made by Ms. Heisey and seconded by Ms. Wood, it was voted by roll call vote with Ms. Heisey, Ms. Wood, and Ms. Persons voting in the affirmative to adjourn the MHA portion of the meeting.

3. MAHT Acquisition strategy for 1 and 2 family homes

Mr. Feuerbach has spoken with Mickey about the RFQ and about the idea of expanding. Mickey told him it was a tricky time for him right now. He said he is getting the Powder House items on the State roster.

4. Other development community housing opportunities and community affordable housing opportunities.

Mr. Feuerbach said he and Mr. Olney had received email from Cornerstone Church. Mr. Olney had written to Alden Drake of Cornerstone Church. They are not in a position to make any decisions right now but he would be willing to show MAHT the church building. Mark Weld and Muffin Driscoll had viewed the church and Mark thought it was sturdy. They are not in a position to move in the foreseeable future but they will have a MAHT viewing.

Ms. Mellish asked if they would consider using the new property for affordable housing. Mr. Feuerbach will get back to Alden Drake and ask if members of the MAHT can have a site walk and what would be an appropriate time and date. Mr. Olney will follow up since he knows him. Mr. Feuerbach said the number of members at the walk would be limited to fewer than a quorum.

Members discussed the town-owned water pump house property next to the high school. Mr. Olney will speak with Messrs. Dam and Desrosiers of the DPW.

5. Discussion of MAHT Bank Account options.

See Treasurer's Report.

6. Administrative

a. Approval of Minutes. Upon motion made by Ms. Driscoll and seconded by Ms. Hegarty, it was voted by roll call vote with by roll call vote with John Feuerbach via Zoom, Joan McDonald, Chris Olney, Sarah Mellish, Muffin Driscoll, Peggy Hegarty-Steck and Gretchen Wood voting in the affirmative to approve the minutes of February 28, 2023.

b. Technical Assistance Hours and Tasks. The Administrative Assistant submitted the time she spent and the tasks to the MAHT for review.

Ms. Mellish said we have not done the paper work that we need to do with the town. The problem was that the earlier document contained tasks that the Administrative Assistant is not doing. She will change the document to Administrative Assistant.

Mr. Feuerbach will speak with Betsy Ware about coming to a meeting after Town Meeting.

7. Treasurers Report.

Treasurer McDonald reported that at the end of February the MAHT had all of its money in Santander Bank in MBTS, She was in touch with CASB and got some good rates; three \$200,000 12-month CDs at 4.5% and the remainder of the money in a Money Market checking account at 4.4%. The Money Market balance is \$449,534.40. The CASB accounts are covered by FDIC and DIF. Down the road the CASB could be a finance partner.

Ms. Hegarty-Steck said CASB believes in what the MAHT is trying to do.

Mr. Feuerbach said at Town Meeting we will have another \$200,000.

8. Update on Emergency Rental and Mortgage Assistance Program. Ms. Hegarty-Steck said that as of March 21, we have been able to help three people who were not COVID-19 related.

9. Other matters, as may not have been reasonably anticipated by the Chair (Discussion only). Mr. Feuerbach noted that Peter Crabtree who had met with members of the MAHT died last week.

10. Next Meeting Date and Adjourn

The next meeting will be April 25 at 6:30 Hybrid. It will be MAHT only and not joint with MHA.

Upon motion made by Mr. Olney and seconded by Ms. Driscoll, it was vote to adjourn. Adjourned at 7:15 p.m..

Submitted,

Approved by MAHT August 23, 2023

Helene Shaw-Kwasie  
MAHT Administrative Assistant

Documents used at meeting: Minutes of February 28, 2023