

Minutes of Manchester Affordable Housing

APPROVED

Date: April 21, 2022

Time: 5:30 PM

Location: Virtual Meeting through Zoom as posted

Present: MAHT: Muffin Driscoll, John Feuerbach, Peggy Hegarty-Steck, Joan McDonald, Chris Olney Sarah Mellish, Gretchen Wood, Technical Support Staff: Sue Brown

MHA: Catherine Erickson Beth Heisey, Elaine Persons Gretchen Wood, Executive Director: Irene Frontiero

Absent: MAHT: N/A

MHA: John Kenney

Guest:

I. Call to Order

John called the MAHT Meeting to order at 5:32, noting it was a joint meeting with the Manchester Housing Authority. Elaine called the MHA meeting to order at 5:34.

II. Discussion of MAHT MHA Housing Redevelopment Project

a. Neighborhood Concerns

Sue reported that she had not received any resident feedback since the last meeting and that no further outreach or activity had occurred.

John invited any residents to share concerns. Mr. Beatty noted that he had no new concerns to share and was there to hear the discussion of the RFP.

b. Request for Proposals (RFP)

John reported that DHCD had provided feedback on the RFP and that while most were minor and he recommended accepting changes suggested, he spoke with a legal colleague to discuss whether it would be appropriate to include the DPW site in the RFP as John felt confident it could be included whereas DHCD questioned that. John noted that the Draft RFP sent for Board and Trustees review included many accepted changes but didn't accept changes related to the removal of the DPW site.

Trustees and Board members discussed the Draft RFP including:

- How to determine acquisition price – John noted that in his experience it was common for projects pursuing a public purpose to have a nominal acquisition cost such as \$100 per parcel. The draft RFP is silent on acquisition cost.
- Adding qualification of MGL 40B to term Comprehensive Permit (pg 9)

Trustees and Board members asked that the original reviewed and marked up RFP sent by DHCD be shared so they could better understand the recommended

changes and discuss at a future meeting. Sue will send tomorrow and schedule a meeting for May 5th at 6 PM to discuss.

With unanimous support of MHA Board members, Elaine adjourned the MHA meeting at 6:08 PM

III. Administrative

a. Approval of Minutes: Trustees approved Minutes of March 15, 2022 as submitted with 6-0 vote, Chris Olney abstained as he did not attend that meeting.

b. Technical Assistance Hours and Tasks

Sue averaged less than two hours a week since the last reporting primarily in preparation of minutes, review and coordination of RFP and Powder House Lane Affordable Housing Restriction.

c. Treasurers Report

Joan reported that the only change in the account has been interest paid. The current balance is \$793,291.96.

IV. Update on Emergency Rental and Mortgage Assistance Program

Peggy submitted and Sue distributed the April 19 update that showed \$114,325 has assisted 19 households, no change since last month. The program was extended to September of 2022 at the Jan 18 meeting. Chris moved and Muffin seconded a motion that the extension be clarified to be the date of the Trust's monthly meeting in September. The motion passes unanimously.

V. Update Powder House Lane AHR

Sue shared the draft AHR and Affirmative Fair Housing Marketing Plan. There were no recommended changes. Chris moved and Muffin seconded a motion for John to sign the AHR on behalf of the Trust. The motion was unanimously approved by roll call vote.

VI. Discussion of Public Land to support Affordable Housing

The Trust went through the exercise of identifying town owned land several years ago and found no land suitable for housing. No new land has been purchased or donated. Sue will circulate the list, identifying parcels by map and lot. Trustees will discuss further at a future meeting.

VII. Discussion of planning efforts as may be relevant.

None

VIII. Other matters, as may not have been reasonably anticipated by the Chair (Discussion only)

Sue reported that the Halloran Family Trust is offering a two-acre parcel that abuts the MHA Loading Place Road property to the MAHT. In advance of the meeting Sue shared two documents prepared by the MAHT attorney: Deed and Trustees Certificate. Sue noted her opinion that the parcel would be developable and that access to the site would require a permit from the Conservation Commission as there is a wetland area at the boundary between the properties.

Trustees discussed the value of the property to the potential redevelopment of Loading Place Road and whether the acceptance of the parcel would put the Trust at risk in any

way. Muffin recalled that a cloud on the title prevented the BOS from accepting the land a few years ago.

The Board asked for guidance on this issue from Counsel. Sue will ask Counsel to attend an upcoming meeting or provide a response to the Board's question.

IX. Next Meeting Date and Adjourn

The next meeting date was set for Thursday, May 5th at 6:00 PM. It will be a joint meeting of the Trust and Housing Authority.

The meeting was adjourned by consent at 6:44.

Meeting minutes submitted by Sue Brown

Meeting minutes approved at MAHT meeting of May 12, 2022