

Affordable Housing Trust  
Thursday, February 13<sup>th</sup>, 2020 – 2:00 PM  
Donn B. Griffin Room, Harwich Town Hall  
732 Main Street, Harwich  
**MINUTES**

**MEMBERS PRESENT:** Chair, Don Howell, Vice Chair, Larry Brophy (remote participation), Clerk, Brendan Lowney, Judith Underwood,

**MEMBERS NOT PRESENT:**

**OTHERS PRESENT:** Housing Advocacy Program Manager, Community Development Partnership, Pelinda Deegan, Managing Director, JM Goldson Community + Planning, Jennifer Goldson, Planning Assistant, JM Goldson Community + Planning, Avery Wolfe, Mid-Cape Church Homes, Al Eaton, and Art Bodin, Chair of the Affordable Housing Committee.

Meeting was called to order at 2:04 PM by Mr. Howell.

**Public Comment & Announcements:**

None

**Approval of Minutes: January 17, 2020**

Mr. Brophy moved to approve the minutes. Mr. Lowney seconded, carried by a unanimous vote. (4-0-0)

**Housing 101 presentation by Jennifer Goldson, JM Goldson Community Preservation + Planning**

Mr. Howell mentioned that he took the consultants for a tour of the subsidized housing inventory (SHI) units around town.

Ms. Goldson and Ms. Wolfe presented a background information including details on a Housing Trust within the state and local affordable housing context. She continued to define and provide examples of Trusts across the state, specifically with what Trusts can do with trust funds. With regard to Trusts overseeing funds, Ms. Goldson stated as part of her presentation, Trusts act like bankers but can also initiate ideas including initiating the application process. The Trust members agreed that they would like to oversee funds as well as initiate the application process. Ms. Goldson provided examples of using Trust funds to create housing through new construction or reuse. Mr. Howell added that Harwich Ecumenical Council for Housing is involved with a few of the town's rehabilitation units. There was a discussion on how much it would cost to conduct a similar program to Eastham's Market Rate Conversion Program. Ms. Underwood asked if there was an outcome report from this program. Ms. Deegan indicated that she will do some research. Ms. Goldson explained that this was an expensive way to create and preserve a unit. Mr. Howell referred to Mr. Brophy and added that during the SHI tour, he noted that the

town is doing well with affordable home ownership versus rental units. He expressed the high need for rentals even though they are not favorable. Ms. Goldson continued her presentation on Trust funds. Mr. Howell and Mr. Brophy had a discussion on the possibility of adopting the inclusionary zoning bylaw to generate revenue for the Trust.

The Trust started a discussion on the Trust statute on rehabilitation with regard to the CPA legal statute of rehabilitate / restore criteria. Mr. Howell suggested contacting KP Law to clarify the legal statute of the Trust related to rehabilitation programs.

Ms. Wolfe collected relevant planning documents from the town and the Trust and presented that information. This packet included a map of environmental constraints for the parcels under the Trust's jurisdiction. There was a discussion about Earle Road with regard to who has jurisdiction and other possible options. Ms. Wolfe provided results from the short survey in which workforce, middle-class and rental housing were the most pressing housing needs.

Mr. Howell reported that he had a conversation with Laura Shufelt, Assistant Director of Community Assistance, MA Housing Partnership. They discussed the Trust's housing goals to address the community's needs relative to the financial feasibility of the project. Ms. Wolfe continued her presentation. She added that they will be conducting Visionary Interviews with the referred key stakeholders: Richard Waystack, Don Howell, Tom Peterson, and Cyndi Williams. The Focus Groups are slated to be at the end of March. Ms. Wolfe also recommended April for the Public Forum. Mr. Howell suggested that the Public Forum be pushed back after town meeting and all were in agreement. Ms. Goldson presented details on who should be involved in the Focus Groups such as members of the Finance Committee, the Board of Selectmen and the Finance Committee. Ms. Deegan passed out the draft of the Stakeholder List and a Coalition Building Ideas document that was intended to assist the Trust with identifying key stakeholders. Ms. Wolfe presented dates and logistic information for the Focus Groups. Mr. Howell emphasized the importance of having the Harwich Center Initiative and the Historic District and Historical Commission involvement with the Focus Groups in addition to potential opposing input. Ms. Goldson and Ms. Avery confirmed that no decisions will be made during the Focus Groups. This is a listening and discussion session which will inform the JM Goldson team on designing the Public Forum. Ms. Underwood suggested that women should be included in the Focus Groups and recommended Shirley Gomes and Sandy Hall. Mr. Howell agreed and thought four interviews may be small and prefers 6 individuals to interview. Mr. Lowney asked if abutters will be interviewed as part of the Focus Groups. Ms. Goldson stated that abutters will be invited to the Public Forum. Ms. Avery presented dates for the Trust members to confirm. Ms. Avery and Ms. Deegan will coordinate and identify dates.

With regards to the next month's meeting, Mr. Howell suggested the goal is to dedicate a meeting for JM Goldson and Laura Shufelt from MA Housing Partnership. There was a discussion on coordinating meeting dates for March and April.

Mr. Bodin, Chair of the Affordable Housing Committee commented that if the JM Goldson team wanted to get a sense of the town, he suggested viewing the Board of Selectmen and Planning Board meetings. Mr. Howell added the discussion is beyond housing affordability but also seeing potential disagreements with the town and ultimately what the town wants. Ms. Underwood

provided an example on a visionary planning process in New Hampshire which she stated was a helpful way to build public support.

#### **Action Plan discussion and possible vote**

There was no vote on the Action Plan.

#### **Discussion and possible vote regarding Sisson Road Request for Proposals and Junior Harwich Theater support email**

Mr. Howell briefed the Trust members on his conversation with Laura Shufelt, MA Housing Partnership. There was also a discussion on where the town is with Request for Proposals and other department projects. Mr. Howell also presented information on development criteria prior to a Request for Proposal. Mr. Howell also indicated that the Junior Harwich Theater provided a letter of support. He requested that the Trust think about design and other features such as parking, parking for the Farmer's Market and be ready to discuss at the next meeting. Mr. Brophy added solar and septic to consider and explore. Mr. Howell mentioned that they also need to weigh in on the composition of income eligibility.

#### **Discussion and possible vote to empower the Chair to expend Trust funds to determine cost to move Holy Trinity and cost of home inspection**

This item has been tabled to the May Meeting.

#### **Update on joint meeting of the Affordable Housing Trust and Affordable Housing Committee**

Mr. Howell reported on the joint meeting with the AHT and AHC, stating that it was very productive and there will more

#### **Member Updates**

Ms. Underwood reported that she had a meeting with MA Housing Development not related to the Trust in which she discussed Governor Baker's housing agenda on a new financial portfolio that towns may be required to use. She indicated that she will be contacting the Town Planner, Charleen Greenhalgh to discuss further.

Mr. Bodin indicated that his committee will draft up recommendations as well with regard to the development criteria. Mr. Howell stated that he should send the recommendations as soon as possible and submit to Ms. Deegan.

Mr. Lowney reported that there have been several inquiries with the Building Department for garage renovations indicating that Accessory Dwelling Units are in motion.

#### **Housing Coordinator Report**

Ms. Deegan reported that the Trust balance is \$868,355. This does not include the invoice from JM Goldson for the Action Plan as well as the Housing Coordinator contract from Community Development Partnership.

With regard to the monthly report, Ms. Deegan noted that this month was the highest engagement of citizen outreach.

**Other Business:**

Ms. Deegan presented information on a Winter Lower Cape Peer Group Meeting scheduled on March 5<sup>th</sup> at Brewster Town Hall.

**Next Meeting Date:**

March 19<sup>th</sup> at 2 pm

April 16<sup>th</sup> at 2 pm

Meeting adjourned at 3:42 pm.