

MINUTES
HARWICH AFFORDABLE HOUSING TRUST
FRIDAY, SEPTEMBER 27, 2021 - 1:00 PM
HARWICH TOWN HALL
GRIFFIN ROOM

RECEIVED
TOWN CLERK
HARWICH, MA
2022 SEP 12 P 2:53

MEMBERS PRESENT: Chair Town Administrator Joseph Powers, Clerk Brendan Lowney, Larry Brophy and Judith Underwood

MEMBERS NOT PRESENT: Vice Chair Donald Howell

CALL TO ORDER: This meeting was called to order at 1:07PM after roll call with a quorum present.

NEW BUSINESS:

A. Discussion and possible vote on the next steps for the project adjacent to Pleasant Lake Avenue known as "The Marceline Property" including but not limited to:

1. Discussion and possible vote on procuring a surveyor to draft site plans

Mr. Brophy suggested using the surveyor previously used by the town and explained his reasons. Discussion followed as to how much it may cost for the site plan.

Mr. Brophy moved that the Chairman be authorized to enter into discussion with T&S Surveying to come to an agreement for a draft plan of subdivision, 2nd by Mr. Lowney. Vote 4:0 in favor. Motion carried unanimously.

2. Discussion and possible vote on procuring an engineer to review site plans

Chairman Powers explained that if the amount needed will be \$50,000 or less, he would be required to get 3 quotes, only 1 has to come back.

Mr. Brophy moved that the Chair be authorized to negotiate with competent engineering firms for engineering as required on the Marceline property, 2nd by Mr. Lowney. Vote 4:0 in favor. Motion carried unanimously.

3. Discussion and possible vote on procuring an Appraiser

Mr. Brophy suggested using the original Appraiser, Mike Sutton, and gave his reasons. Mr. Brophy moved that the Chairman be authorized to enter negotiations with Mike Sutton for the appraisal as required for the Marceline Property, 2nd by Mr. Lowney. Vote 4:0 in favor. Motion carried unanimously.

September 27, 2021

APPROVED

4. Discussion and possible vote to request the Board of Selectmen to appoint Special Counsel

Chairman Powers commented that Mr. Howell did indicate that to the Chairman of the Board of Selectmen, the request will be sent to the Board to take that up. No vote is necessary.

5. Discussion and possible vote on 2021 Special Town Meeting Article 12 - Land Taking by Eminent domain

Chairman Powers explained that there is a map in the packet. The article has been endorsed by the Board of Selectmen and the Finance Committee. It is scheduled to go before Special Town Meeting. He explained next steps and gave the latest update.

Mr. Brophy moved that the Trust vote to support the order of eminent domain taking for the purpose of title perfection, 2nd by Ms. Underwood. Vote 4:0 in favor. Motion carried unanimously. The trust endorses Article 12 as presented.

6. Discussion and possible vote on date for offsite visit including but not limited to:
 - i. Affordable Housing Trust
 - ii. Board of Selectmen
 - iii. Community Preservation Committee
 - iv. Harwich Housing Committee

After discussion, the agreed upon date is October 7, 2021 at 11:00 AM with a rain date of October 8th. Chairman Powers noted that, even though it's not a public event, they have an obligation to make notice. He will followup with staff on having a path cleared for them on the property. All members of the listed committees will be invited. He noted material from the Adult Shared Living of Harwich Incorporated and explained their mission. Jeff Locantori and Janet Cardillo from that organization are present. They will return for the October 25th meeting with a formal presentation. Mary Anderson asked a few questions that were answered by Trust members.

B. Update on the Affordable Housing Coordinator position

Chairman Powers summarized previous discussions about the position and offered update on the CPC application that is lined up to go forward. How the position is going to be framed out, general roles and responsibilities and reporting structure are the questions. He explained the process that includes the Board of Selectmen.

Discussion followed: The coordinator would be for the Trust and would be a project manager, some responsibilities noted. He or she would report to the Town Administrator or someone he assigns. Chairman Powers explained that even though this person will work for the Trust they cannot be an employee of the Trust. Employees have to be appointed by the Administrator and employed by the Board of Selectmen. Also discussed was part time vs full time to attract the right person to the position. Also, considering how much work has to be done now and as the project progresses, the position could start out part time and eventually be full time.

C. Discussion and possible vote on the draft minutes dated September 20, 2021, of the Affordable Housing Trust joint meeting with the Board of Selectmen.

Chairman Powers had not shared the draft of the minutes with the members. This item will come back at a future meeting.

D. Discussion on future agenda items.

Items mentioned for the October meeting include information presented by Adult Shared Living, the results of Article 12 and how it impacts upon the Marceline Project and an inventory of properties.

Mary Anderson answered questions related to the onsite tour of the property that she attended.

Mr. Brophy moved to adjourn, 2nd by Ms. Underwood. Vote 4:0 in favor. Motion carried, meeting adjourned.

Respectfully submitted,

Judith R. Moldstad
Recording Secretary

