

**MINUTES  
AFFORDABLE HOUSING TRUST  
THURSDAY, OCTOBER 22, 2020 - 1:00 PM  
REMOTE PARTICIPATION ONLY**

RECEIVED  
TOWN CLERK  
HARWICH, MA

2022 SEP 12 P 2:53

**MEMBERS PRESENT:** Chair Donald Howell, Vice Chair Larry Brophy, Judith Underwood, Interim Town Administrator Joseph F. Powers

**MEMBERS NOT PRESENT:** Clerk Brendan Lowney

**OTHERS PRESENT:** Chris Wise

**CALL TO ORDER:** Chairman Howell called the meeting of the Harwich Affordable Housing Trust to order on October 22, 2020 at 12:07 PM. Mr. Howell read the Governor's Order and confirmed a quorum.

**PUBLIC MEETING:**

- a. Approval of Minutes
  - i. June 29, 2020

Mr. Howell stated that the minutes for the June 29th meeting noted an approach made by Charlene to the Acting Town Administrator Bob Lawton. He confirmed that she did not approach the Interim Town Administrator Joseph Powers and presumes it was supposed to be the Assistant Town Administrator Bob Lawton. He will table the minutes to allow Interim Town Administrator Powers to confirm with Mr. Lawton.

- ii. July 23, 2020

Mr. Brophy moved to approve the July 23, 2020 minutes, 2nd by Ms. Underwood. Vote: 4:0 in favor by roll call. Motion carried unanimously.

NOTED: Brendan Lowney is now present at the meeting. It is 1:10 PM.

- b. Presentation by Chris Wise for his proposed development on Route 137

Interim Town Administrator Powers commented and advised the members of the Trust of ongoing procedures related to 40B projects. He also advised against having the presentation before the application and explained the reasons and proper procedures. He stressed that presently there is no 40B project before the town.

Chris Wise responded with what he has done regarding presentations in the past. He is seeking feedback from the community and the Boards while he is still molding and modeling the project. His intent was to give people time to absorb this but he will withdraw it if that is what they prefer.

October 22, 2020

**APPROVED**

Interim Town Administrator Powers commented that given the heavily regulated nature of 40B, he suggested the town operate in an appropriate manner going forward.

Mr. Howell commented regarding the July 2019 meeting of the Trust and suggested to Mr. Wise that he do some community outreach before he starts the formal process and gave his reasons.

Mr. Wise responded that he is willing to meet with the Interim Town Administrator and follow procedures as they have suggested. He will change direction and file his applications.

Interim Town Administrator Powers suggested to Mr. Wise that if he leverage the office of Administration, he and staff will ensure that all appropriate Boards, Commissions and Committees are dialed in. He explained the process and community involvement if and when an application is filed.

Mr. Howell commented that it is Mr. Wise's choice as to whether he files an application but if he does there are some specific things that have to happen and he noted specifics. He confirmed that Mr. Wise does not have a CPA application in. Before taking action to table this discussion, he opened the conversation to those who wished to speak.

#### **PUBLIC COMMENTS/ANNOUNCEMENTS**

Elaine Shevlin commented that this day's Cape Cod Chronicle has an article on the front page noting that Chris Wise intends to seek a 40B permit. That is what the public is seeing.

Mr. Howell noted that the article is premature. He also clarified that Mr. Wise can reach out to the public on his own.

Interim town Administrator Powers replied that potential applicants should be willing and able to sponsor community input events and explained his reasons. He argued that the best course of action for the Trust to take today is to take no action.

Ms. Underwood suggested that it would be helpful for the Trust to have a presentation or put on the website what a 40B is and how they work.

Mr. Howell stated that they will not take action on this and move to the next agenda item. Members agreed.

#### **d. Discuss and potential vote on FY22 Community Preservation Act application**

Mr. Howell commented that the application needs to be more specific and requires people's vote of support. He made suggestions as to what is needed and what can be done before the deadline. He suggested they cannot go directly to Griffin Ryder but they can go to the Interim Town Administrator. He suggested they vote to accept it so it can be submitted and continue the process.

Interim Town Administrator Powers suggested they put in language regarding beyond a part time housing coordinator so the supplemental does not appear as changing the intent.

Mr. Howell suggested they add another purpose to aggregate money to buying down a project for a developer to build, adding an explanation. Also, identify a Housing Coordinator with a specific amount.

Mr. Boden commented that the Housing Committee was not part of the application process and they do not know what is in the application. He emphasized that they should have more than one project on the table. He also made reference to the 2019 meeting and vote to approve an application. He will revisit that action after he has more information.

Mr. Howell commented that he has been the main proponent to holding back and gave details as to why. He noted that they need a motion for the \$50,000 for the Housing Coordinator and the balance would go to the buy down.

Ms. Deegan commented that the additional money for the Housing Coordinator is in anticipation of additional hours.

Interim Town Administrator Powers moved that the Trust consider changing the title of the Community Preservation application to read: Expand on Housing Production Plan/part-time Housing Coordinator for discussion purposes, 2nd by Mr. Brophy

Mr. Howell suggested a change in the title: To explore and expand Housing Production Plan opportunities/Part-time Housing Coordinator.

So moved by Interim Town Administrator Powers and 2nd by Ms. Underwood.

Mr. Howell clarified that they are approving, by motion, the plan with that amended change and to approve it for the Chair's signature with that change.

Vote: 5:0 in favor by roll call. Motion carried unanimously.

- e. Sisson Road housing development
  - i. Discuss and possible vote on engineering studies.

Mr. Howell commented that they have to coordinate what they are doing. There is a process and activities, he suggested having a meeting to have a discussion about this project.

Interim Town Administrator Powers shared his screen information from the Town Engineer that was not in the packet with the understanding that it cannot be acted on. He described what is on the documents. He and Ms Deegan will discuss what the next steps should be.

Mr. Howell commented that it is their intention to do an RFP and he will be more comfortable in an RFP situation which will legitimize how they are operating.

f. Sisson Road Community engagement update.

Mr. Howell noted that there is nothing to discuss on Community Engagement at this time. He emphasized that they do want input from all the neighbors. This will not just suddenly happen but it is premature to get that input right now.

There was discussion as to how some neighbors may react and the importance of having a developer who can develop the property the way the Trust and the community would like it done.

- g. Housing Coordinator Report - presented by Pelinda Deegan, Housing Coordinator
  - 1. October Lower Cape Coronavirus Housing Response Meeting
  - ii. September Report
  - iii. August Report
  - iv. July Report

Ms. Deegan noted that the July, August and September reports are in the packet. Also there are applications for 6 affordable homes and noted the Application Information Workshop.

Mr. Howell commented that applicants can come from anywhere in the Commonwealth and he encouraged people who live in Harwich and have a need for housing to attend this seminar.

Ms. Deegan will have all the information added to the website.

## **MEMBER REPORTS**

Interim Town Administrator Powers commented that groups such as this assist the town and he wants them to know that the Housing Committee's work has been and continues to be exceptional.

Ms. Underwood suggested putting on the agenda, a discussion on potential buildable lots in Harwich.

Mr. Howell stated that the Interim Town Administrator is an ex-officio member and has been all along. He will be a valuable asset to that kind of discussion. He would also like to add the discussion about the 40B process to an agenda some time soon. According to the Open Meeting Law, they cannot use initials in place of full names.

Mr. Brophy referred to previous discussions about attorneys who do work for the town. He suggested they look for someone who is qualified to do land reviews and understands what they are doing. He suggested that be on an agenda so they can get some answers. Also, he has been looking at individual properties and looks forward to having more paper in queue.

Mr. Boden suggested they speak with the Real Estate and Open Space Committee as they have a lot of information they can share.

Ms. Underwood suggested they reach out to the Cape Cod Commission.

Ms. Keegan will get in touch with the Commission

**NEXT MEETING:**

After discussion, the next meeting has been scheduled for November 19, 2020 at 1:00 PM.

Mr. Brophy moved to adjourn, 2nd by Ms. Underwood. Vote 5:0 in favor by roll call. Motion carried unanimously.

Respectfully submitted,

Judith R. Moldstad  
Recording Secretary

October 22, 2020

