

MINUTES
BOARD OF TRUSTEES OF THE
HARWICH AFFORDABLE HOUSING TRUST FUND
MONDAY, JUNE 12, 2023 - 1:00PM
GRIFFIN ROOM, TOWN HALL
732 MAIN STREET

MEMBERS PARTICIPATING: Larry Ballantine, Chairman, Brendan Lowney, Mary Anderson, Robert Spencer and Claudia Williams

CALL TO ORDER: Chairman Ballantine called the meeting of the Board of Trustees of the Harwich Affordable Housing Trust Fund to order at 1:00PM on 06/12/23.

NEW BUSINESS:

- A. Welcome New Trustee, Claudia Williams and Trustee appointed by the Select Board, Mary Anderson.

Mr. Ballantine introduced the two new members, Mary Anderson who is the Select Board representative and Claudia Williams who shared her background. The Chair declared a quorum.

- B. Vote to approve meeting minutes of May 22nd, 2023.

Mr. Lowney moved to approve the minutes of the May 22, 2023 meeting, seconded by Mr. Spencer. Vote 3:0:2 with the two new members abstaining as they were not present at that meeting.

OLD BUSINESS:

- A. Discussion with Michael Lach of Harwich Conservation Trust

Chairman Ballantine introduced Mr. Lach and noted that this is a general discussion and brainstorming on how they can work together towards their goals.

Mr. Lach, Executive Director of the Non-Profit Land Trust, gave a brief background of the Trust and it's goals.

Mr. Spencer, noted for the record, that he is also a member of the Conservation Trust and also a donor. He believes strongly in the work that Mr. Lach and the Conservation Trust are doing.

Mr. Ballantine noted that no votes will be taken and Mr. Spencer may participate in the discussion.

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Members of the Trust asked questions of Mr. Lach regarding how they acquired properties and funding which he answered in detail.

B. Presentation and discussion with Jenn Goldson of JM

Ms. Goldson was present remotely. She gave an update on their activity with a presentation on a shared screen. The purpose of this day's check-in is to get everything they need for the public forum. She described what they would do with the information that they gather at this meeting. Ms. Golden asked Trustees for feedback and for their suggestions and opinions. Ms. Goldson gather enough information to create a mission statement. Mr. Ballantine asked Ms. Goldson to review the mission of the Affordable Housing Committee to be sure they are cooperative and not competitive.

Chairman Ballantine will arrange a joint meeting with the HAHT Committee.

Paul Halkiotis, Director of Planning and Community Development spoke about the Local Comprehensive Plan Committee of 11 which has just been formed. He noted that they will be creating a Local Production Plan.

Ms. Goldson noted screens with different goals and types of goals that were the result of a questionnaire she had distributed at a previous meeting. She will prepare a list of 3-5 goals to present at the public forum. This presentation included prioritizing development sites and how they should be presented at the public forum.

Ms. Goldson noted specifics of the Public Forum, how it will be set up, how they will progress through the presentations and how the breakout groups will be set up. She also reviewed next steps and dates.

C. Discussion relative to JM Goldson contract and potential to assist with Request for Proposal (RFP) and Procurement

Mr. Ballantine noted that he was interested in helping the Pine Oaks Project and gave information on how they can do that.

Mr. Powers, Town Administrator joined this discussion. He explained, from a procurement standpoint, the procedures and options. He noted that the Trust can give money to projects in the community that support affordable housing. How that is done is up to the Trust Fund. He explained what has to be done before the HAHT Fund would get involved.

Bob Doane spoke about Pine Oaks and how they acquired the seed money to begin the project.

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Mr. Lowney moved to approve expanding JM Goldson's contract to include help with indicating applications from direct funding from developers with use of funds, seconded by Ms. Anderson. Vote 5:0 in favor.

In regards to the RFP, Mr. Ballantine commented that in order to move ahead, with an expanded contract JM Goldson can help write an RFP for the Marceline property. There was discussion regarding next steps.

Mr. Ballantine moved to contract JM Goldson to write a draft RFP for the Marceline Property and an authorization to use funds, seconded by Ms. Anderson. Vote 5:0 in favor.

D. Update from the Housing Advocate

Ms. Powell was not in attendance but had sent the update to the Trust members.

Mr. Powers suggested this topic be included on the next agenda.

E. Discussion on future meeting schedule

Mr. Ballantine noted that they will keep their regular schedule, the second Monday of the month, 7/10, 08/14 and 09/11. He asked that members send items that they want included on the agenda to Ms. Powell. He will include a public comment section.

Mr. Lowney gave an update on the Department of Housing and Community Developments website which is no longer available. It is now called the Executive Office of Housing and Livable Communities.

Mr. Powers thanked members for their participation.

Mr. Spencer moved to adjourn, seconded by Ms. Anderson. Vote 5:0 in favor.

Meeting adjourned.

Respectfully submitted,

Judith Moldstad
Board Secretary

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