**Harwich Housing Committee Minutes**

**9/21/16**

**1. Quorum: Claudia Williams, Julie Eldredge, Art Bodin, Cindi Maule**

**2. Introduce Guests: John Steward, Linda Cebula, Mike MacCaskel, Jerry Loftus**

**3. Approve Minutes:**  yes, 7/11/16 minutes approved with changes

**4. Updates to Old Business & New Business:**

1. Harwich Port Plaza proposal: presented by Linda Cebula for review and approval by the HHC to submit a proposal for a Buy-Down option on one of the 2-bedroom units being proposed. A total of 6 retail units/5= 2 bedroom units in a building up front and parking in the back.
	1. Proposal to CPC for $100K approved unanimously by HHC and will be submitted to all appropriate groups to meet deadline.
	2. Next Tues. (9/27) Planning Board to hear proposal
	3. As we don’t know the cost of the condos being sold, this is approved if the unit can be purchased using the $100K and still be affordable. Linda C. is looking for a sub-committee to work on this project. Looking for a selling price in the range of $300-350K.
	4. Art Bodin will be the primary contact on this application and project.
	5. HHA supports in in concept (given the price is unknown)
	6. Next step is submitting the proposal and the go before the CPC to present it.
2. Middle School Re-Purpose : BOS on hold until next Town Meeting/Ballot question- being put on Production Plan
3. Willow Street: Town council to give proposal to BOS- title issue
4. American Dream: Letter to be sent to get resolution on contested deed- related boundaries- tabled for now (difficult)
5. Community Relations: Creating connections with other housing entities.
6. Buy Down: $75K subsidy (John Stewart)- there are 2 of these totaling $150K. 2 families looking for homes- difficult given market now (multiple offers a day and offering more than the asking price). \*\* $75K comes from CPC funds and pays down the money due with deed restrictions.
7. Goal Setting:
	1. Website updates/maintenance- add map of Affordable Housing (bring up for Production Plan)
	2. Pursue private property for housing: Consult with Real Estate/Open Space on joint pursuit of “owners unknown” with use of CPC designated funds
8. Reports from other Housing Entities:
	1. Harwich Housing Authority: John Stewart – There is money left in the rental program & 2 families looking for homes to buy.
	2. HOME Consortium: Cindi Maule (is leaving that group) 2nd Thurs. at 8:30am
	3. Community Development Partnership: Claudia Williams
	4. Dates for Affordable housing related meetings, workshops, forums, etc.
9. Housing Committee Membership
10. Art Bodin was voted in as Chairperson- unanimously.
11. Discussion of utilizing a paid Housing Person
12. Housing production plan: Julie Eldredge interested in joining this group and will email them. Art Bodin will be the alternate. Cindi Maule on this representing CPC committee.
	1. Deadline for plan is December
	2. Next meeting is in Oct.
	3. Looking for Housing Coord. and job description
	4. Deleted seasonal workers section
	5. Focus on unknown owners/tax titles as well as Hotel/Motel conversions
13. Email Sandy Robinson re:
	1. Is 5 the limit for the committee? Yes, but alternate option coming…
	2. Schedule the meetings until year end: 9/27, 10/3, 11/7, and 12/5 (these last 3 are at 4:30)
14. Update Member Sheet to all committee members
15. Art to create a Tracking List to tie Agenda, Minutes and Action Items
16. Misc discussion:
	1. Oct. 3rd Housing Summit (email from Jannell)
	2. Jerry Loftus recommends attending BOS meetings and researching unknown owners
	3. Mike MacKaskel asked us to let him know if we have any issues.

**Comments by Guests- above**

**Adjournment: 7:30pm**

**Posting officer: Claudia D. Williams HHC**