

Municipal Affordable Housing Trust Fund (MAHTF)
Meeting Minutes – May 8, 2019

Attendance: Mary Antes; Stephen Greenbaum; Brian O’Herlihy; Michael Staiti; Bob Duffy and Susan Weinstein

Absent: None

Others in attendance: Sarkis Sarkisian, Town Planner and Brian Boggia, Executive Director, Wayland Housing Authority (arrived 7:21 pm).

Open Meeting: M. Antes called the meeting to order at 7:00 PM at the Wayland Town Building.

Public Comment: None.

Previous Minutes: April 2, 2019.

Materials Discussed/Distributed: MAHTF financial statements (unaudited) as of April 30, 2019; April 2, 2019 meeting minutes of MAHTF; draft lease between MAHTF and WHA regarding 11 Hammond Road; draft Regulatory Agreement regarding 11 Hammond Road

Notes:

- 1) No public comment.
- 2) S. Sarkisian discussed conversations M. Antes, Rachel Bratt, Chair of the Wayland Housing Partnership, and he had with the Pastor of Peace Lutheran Church (“Church”) regarding the potential development of a group home or other affordable housing on a portion of the property. A group home development might be similar to the project built by the Charles River Center (“Charles River”) at another site in Wayland. B. O’Herlihy raised a potential conflict of interest issue between a Trustee and Charles River. No other Trustee expressed the same concern. M. Antes agreed to follow up with the Church. B. O’Herlihy will do an on line title search to make sure there are no deed or other restrictions.
- 3) Review and approve minutes of April 2, 2019. S. Weinstein moved to accept the minutes, as revised. S. Greenbaum seconded. Motion approved 6-0
- 4) B. O’Herlihy provided the report of Treasurer which included a review of the MAHTF financial statements (unaudited) as of April 30, 2019. B. O’Herlihy noted that he had met with the new Wayland Town Treasurer, Maura O’Connor, to discuss her role in working with the MAHTF. S. Weinstein moved approval of the Treasurer’s report. M. Staiti seconded. Motion approved 6-0.

- 5) Discussion related to 11 Hammond Road capital improvements/repairs:
- i) Interior painting is approximately 98% complete;
 - ii) A quote received from one of the WHA's contractors to refinish the wood floors came back at \$2,450, or approximately \$5.70 psf. Another quote was received for \$2.30 psf, but that contractor did not have insurance. A third quote was received for \$2.33 psf, or approximately \$1,000. B. O'Herlihy is waiting for this contractor to provide an insurance certificate. Since the WHA's contractor's quote was so high, B. O'Herlihy asked this contractor to consider revising its quote;
 - iii) B. O'Herlihy noted that the window over the sink in the kitchen is partially rotted. M. Staiti thought the window should be replaced. B. O'Herlihy received a quote to replace with a vinyl replacement window insert and agreed to secure at least one additional quote;
 - iv) B. O'Herlihy noted that the first floor bathtub has some cracked enamel paint. M. Staiti thought the cracked areas could be patched. B. O'Herlihy received a quote for patching and repainting of tub (as well as the wall tiles surrounding the tub). He agreed to solicit a quote from Bath Fitter, or similar firm, for a tub insert;
 - v) The carpet tiles are scheduled to be installed by Santangelo Flooring;
 - vi) B. O'Herlihy believes the back door should be replaced at some point to reduce heat loss in the winter; and
 - vii) M. Staiti and B. Boggia agreed to inspect a beam in the basement that B. O'Herlihy noted was shored up by the contractor that replaced the floor in the first floor bathroom.
- 6) B. O'Herlihy reviewed the changes made by the Department of Housing and Community Development (DHCD) to the initial draft of the Regulatory Agreement. He noted that DHCD would not pre-approve the second unit at 11 Hammond Road and wants the WHA, as the proposed long-term lessor of the property, to be designated, along with the Trust, as the "owner" in the Regulatory Agreement. M. Staiti moved that M. Antes be authorized to execute the Regulatory Agreement on behalf of the MAHTF. S. Weinstein seconded. Motion approved 6-0.
- 7) B. O'Herlihy stated that the DHCD has reviewed the lease and had no concerns. M. Staiti moved that M. Antes be authorized to execute the long-term lease with the WHA on behalf of the MAHTF. S. Weinstein seconded. Motion approved 6-0.
- 8) The Trustees discussed the risk of moving forward with the proposed 40B application for development of additional 3 bedroom unit at 11 Hammond Road if M. Staiti and B. O'Herlihy were no longer on the MAHTF. M. Staiti agreed to stay on the MAHTF until the second unit is complete. M. Antes agreed to see if Beth Doucette, the Town Procurement officer, or some other Town employee could assist with the preparation of a bid package for the proposed manufactured housing. Alternatively, S. Weinstein agreed to find a consultant.

9) The following updates on properties being watched by the MAHTF were given:

- i) B. O'Herlihy said that the King Street property is unlikely to be foreclosed upon by the Town as the owner continues to bring his account current.
- ii) B. O'Herlihy reported that the owner of Launcher Way is still working on environmental reports and hopes to solicit proposals this summer.
- iii) B. O'Herlihy spoke with the son of the owner of a house on West Plain Street. It is unlikely the MAHTF could acquire the property at this time.
- iv) M. Antes spoke about the status of the Alpine Road property. The recreation department hopes to renovate the fields. No further communication has been received from the School Committee.

10) M. Antes noted that the next meeting is tentatively scheduled for Wednesday June 5, 2019 at 7:00 P.M. at the Wayland Town Building.

Adjourn: S. Weinstein moved to adjourn the meeting at 8:35 P.M. M. Staiti seconded. Motion approved 6-0.

Respectfully submitted,

Bob Duffy