

**Municipal Affordable Housing Trust Fund (MAHTF)
Meeting Minutes – September 4, 2019**

Attendance: Mary Antes; Brian O’Herlihy; Michael Staiti; and Susan Weinstein

Absent: Bob Duffy

Others in attendance: Brian Boggia – Executive Director, Wayland Housing Authority (WHA); Jacqueline Espiritusanto-Vega - resident.

Open Meeting: M. Antes called the meeting to order at 7:00 PM in the Selectmen’s meeting room at the Wayland Town Building. B. O’Herlihy agreed to keep the minutes.

Public Comment: None.

Previous Minutes: None available for review.

Materials Discussed/Distributed: MAHTF financial statements (unaudited) as of August 31, 2019; MAHTF audited financial statements (draft dated 8/30/19) for the fiscal years ended June 30, 2019 and 2018; Select Board/Town Manager Act (draft dated 6/21/19) (“TM Act”); and Selectmen’s PowerPoint presentation on the TM Act.

Notes:

- 1) No public comment.
- 2) M. Antes noted that the Wayland Housing Partnership, at its upcoming meeting on September 19, 2019, was expected to consider making a recommendation to the Board of Selectmen that J. Espiritusanto-Vega be appointed as a Trustee of the MAHTF.

She also noted that Stephen Greenbaum, who had been appointed as the Trustee who was a real estate law specialist licensed to practice law in the Commonwealth of Massachusetts, submitted his resignation as Trustee effective August 13, 2019. S. Weinstein agreed to reach out to an individual that might be qualified to fill this role and B. O’Herlihy agreed to contact B. Farrington, a real estate attorney recently appointed to the Zoning Board of Appeals, for potential referrals.

- 3) M. Antes noted that B. Duffy had a conflict and could not attend this evening’s meeting. As a result, the minutes for the meeting held on August 14, 2019 would be available for review and approval at the next meeting.
- 4) B. O’Herlihy provided report of Treasurer which included a review of the MAHTF financial statements (unaudited) as of August 31, 2019. M. Staiti moved approval of the Treasurer’s report. S. Weinstein seconded. Motion approved 4-0.
- 5) B. O’Herlihy noted that the auditors had completed their audit of the MAHTF’s financial statements for the years ended June 30, 2019 and 2018. He noted that there were no changes to the numbers reflected in the 6/30/19 unaudited financial statements reviewed at the last meeting and also noted that the auditors had proposed a number of non-substantive edits to the 8/30/19 draft of the audited financial statements distributed to the

Trustees prior to the meeting. S. Weinstein moved to accept the audited financial statements as presented. M. Staiti seconded. Motion approved 4-0.

- 6) The following update of activities related to the MAHTF's ownership of the house at 11 Hammond Road was discussed:
 - a) B. O'Herlihy noted that the new property and casualty insurance had been placed as of September 1, 2019 at a total annual cost of approximately \$2,500. He noted that there was a minimum premium of \$1,000 per annum for the general liability coverage and that it may be possible to spread this cost over future projects acquired or developed by the MAHTF;
 - b) B. Boggia noted that the WHA had signed a sublease with a qualifying family effective September 1, 2019;
 - c) M. Staiti agreed to provide B. O'Herlihy and B. Boggia with a copy of the Local Initiative Program application he started working on for the proposed 3-bedroom unit to be developed on the site. A determination will be made as to whether legal counsel is needed to complete the application.
 - d) S. Weinstein agreed to draft a letter to the editor for the Town Crier thanking various boards and committees for their support of the 11 Hammond Road project. B. O'Herlihy agreed to contact a reporter at the Town Crier about publishing a story about the Trust's efforts to acquire and develop affordable housing, using 11 Hammond Road as an example, with a focus on the challenges posed by the Commonwealth's prevailing wage law.
- 7) M. Antes reviewed the TM Act with the Trustees, including key points contained in the BOS' PowerPoint presentation on the TM Act. Although there are no Town employees directly supporting the MAHTF, a number of Trustees provided M. Antes with input based on their experience working with various Town employees, boards and committees over the years.
- 8) M. Staiti noted that he had visited the property at 135 Old Connecticut Path which is currently on the market for \$549,000. Although he thought at least two units could be developed on the site (assuming the existing house was not worth renovating), he did not think the Trust could pay more than \$400,000 to \$425,000 for the property. B. O'Herlihy noted that the Community Preservation Committee appears to have deferred any further efforts to have the property appraised due to the BOS' decision not to hold a fall Town Meeting. The Trustees did not feel pursuing this property made sense at this time.

B. O'Herlihy agreed to contact the U.S. government contact regarding Launcher Way properties prior to the next meeting to check on status of environmental study and marketing effort.
- 9) M. Antes noted that the next meeting is tentatively scheduled for Wednesday, October 2, 2019 at 7:00 P.M. at the Wayland Town Building.

Adjourn: S.Weinstein moved to adjourn the meeting at 8:25 P.M. M. Staiti seconded. Motion approved 4-0.

Respectfully submitted,

Brian T. O'Herlihy