



**Affordable Housing Trust**  
550 Hanover Street, Hanover, MA 02339  
**Meeting Minutes**  
**Wednesday, November 1, 2023 – 6:00 pm**

**Committee Attendees**

Stephen Carroll  
Kevin Dyer,  
Steve Louko  
Vanessa O'Connor  
Susan Setterland

**Opening**

Trustee Stephen Carroll opened the meeting at 6:00 pm and made note the meeting was being recorded.

**Review of Meeting Minutes**

The Trust voted unanimously to accept the September 6, 2023 meeting minutes and the September 20, 2023 meeting minutes.

**Trust Reorganization**

The Trust voted unanimously to appoint Stephen Carroll as Chairman.

The Trust voted unanimously to appoint Susan Setterland as the CPC Liaison.

The Trust discussed the process of appointing potential new Trustees. It was decided to invite the candidate(s) meet with the Affordable Housing Trust and then the Trust will make a recommendation to the Select Board. The Trust asked that the talent bank application and resume of proposed appointee be sent to the Trustees. This will be added to the next meeting agenda.

**Legion Housing**

Chairman Carroll updated the Trust that both the Right or First Refusal and Deed Restriction documents have been sent to Legion Housing for review and comment. It is expected that the Trust will receive comments back within the next few weeks. The final documents will need to be voted on by the Trust for approval to enter into these agreements.

**Program Proposals**

Septic Repair Program: Trustee Steven Louko has been working with Steve Ryerson, the Town's Communications Specialist, on better advertising of the program on the Affordable Housing Trust page on the Town's website.

Emergency Short-Term Rental Assistance Program: The Trust appreciated reading the testimonials from the beneficiaries of the program. The Trust is requesting that on the ESTRAP application there be a section requiring information on the applicant's situation (where are they currently living, are they on a waiting list for future housing, and current overall situation). The Trust also wants to confirm that all applicants receiving funding are in fact Hanover residents, currently renting in Hanover. The Trust would also like to invite Community Services Director Tammy Murray to the next meeting for an overall status update on the program. The Trust voted unanimously to appropriate \$110,000 to the ESTRAP for Calendar Year 2024.

### **Other Business**

The Trust discussed cottage cluster zoning. Trustee Kevin Dyer gave a historical summary of by-laws from years past and will send around the last version of the by-law for the Trust to review. The Trust agreed to pursue this again with the goal of finalizing the by-law with the Planning Board and jointly submit this as a warrant article for the May 2024 Town Meeting.

### **Next Meeting**

Wednesday, December 6, 2023

### **Adjournment**

The meeting ended and adjourned at 6:45 pm.