



Affordable Housing Trust
550 Hanover Street
Hanover, MA 02339
Meeting Minutes
Wednesday, January 13, 2021 – 5:00 pm
Via Zoom

Committee Attendees

Thomas Burke, Chairman
Steven Louko
Susan Setterland
Vanessa O'Connor

Absent

Kevin Dyer
Denise Quirk
Kirstin Zwicker-Young

Other Attendees

Lincoln Heineman, Director of Finance, Treasurer/Collector
Chelsea Stevens, Town Accountant
Stephen Carroll, Hanover resident

Opening

Chair Thomas Burke opened the meeting at 5:02 pm and made note the meeting was being recorded. The Chair welcomed Hanover resident Stephen Carroll who is interested in joining the Trust as a member. The Chair also noted a discussion regarding proposed redevelopment of the Sylvester/Salmond Schools has been added to tonight's meeting agenda.

Review of Meeting Minutes

The Trust voted to accept the December 8, 2020 meeting minutes with the following changes:

- The Chair suggested spreading out the missed transfers over the course of numerous years. ~~Trust member Steven Louko agreed with this suggestion.~~

New Programs

The Trust discussed possible new programs. The Chair mentioned outsourcing the administration of any new programs or partnering with existing programs to minimized administration expenses. Trust member Vanessa O'Connor mentioned offering a short term rental assistance program for families in transition. The Chair stated the new census information could be helpful in determining the need for such a program. The Chair also stated the existing housing data spreadsheet could be included in the scope of work for consultant Karen Sunnarborg. The Trust needs to review Ms. Sunnarborg's contact and vote on it. The Chair stated he believes the Trust should focus

on programs that are easy to administer but are very effective in providing aid to residents. Trust member Susan Setterland suggested the Trust gather information from surrounding Towns regarding what programs they offer and how successful they are. Finance Director Lincoln Heineman stated he will be leaving his position with the Town of Hanover, and Town Account Chelsea Stevens will be assisting the Trust going forward. Ms. Stevens could assist the Trust in gathering program information from surrounding Towns. Mr. Heineman mentioned first time buyer programs as well as contacting the South Shore Community Action Council for program ideas. The Chair noted the unfunded Town Planner position makes the Trust's job more challenging. Mr. Heineman stated the Town Planner position will be funded as of July 1, 2021.

Trust Membership

The Chair stated the Trust needs a full and active membership in order to fulfill its mandate and implement programs for the Town's residents. The Chair would like to replace current members who have challenges attending meetings regularly. Trust member Susan Setterland agreed and suggested a letter thanking current members for their service and explaining the Trust's need for more active members. Trust member Steven Louko agreed the Trust needs more active members in order to successfully implement new programs. Trust member Vanessa O'Connor agreed and suggested directing interested applicants to the Talent Bank Application on the Town's website and interviewing applicants at the Trust's next meeting. The Chair stated Trust member Kevin Dyer is willing to step aside and he will reach out to Trust members Denise Quirk and Kirstin Zwicker-Young. The Trust will then be looking for three new members. The Chair suggested drafting a description of the Trust member position for applicants. Mr. Heineman stated the Trust does have the authority to remove members and request new appointments from the Board of Selectmen. Hanover resident Stephen Carroll stated he will be submitting his Talent Bank Application for a Trust member position. The Trust agreed to interview any applicants at the February 3, 2021 meeting.

Sylvester/Salmond School Project

The Chair explained the Community Preservation Committee (CPC) is submitting a CPC funding application for the redevelopment/repurposing of Sylvester and Salmond Schools. The Trust should review the application and vote on whether or not to support the project. The Chair also suggested the Trust could approve transferring funds from their 10% annual allocation of CPC funds directly to this project, rather than to the Trust account and then back to the project. Trust member Steven Louko stated CPC Chairman Bill Scarpelli would like the support of the Trust and the Hanover Historical Commission regarding the project at Town Meeting. The project keeps the Sylvester School as a municipal building. CPC wants to include Salmond School in the project study and possibly propose multi-use housing at Salmond School. The Chair stated the Trust should partner with CPC to fund the project sufficiently, study possible options and actively engage residents in the process. The Trust agreed to continue the discussion regarding the application and project at the February 3, 2021 meeting.

Next Meeting

Wednesday, February 3, 2021

Adjournment

The meeting ended and adjourned at 6:05 pm.