



**Affordable Housing Trust**  
550 Hanover Street  
Hanover, MA 02339  
**Meeting Minutes**  
**Wednesday, February 3, 2021 – 5:00 pm**  
**Via Zoom**

**Committee Attendees**

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

**Absent**

Denise Quirk  
Kirstin Zwicker-Young

**Other Attendees**

Chelsea Stevens, Town Accountant  
Stephen Carroll, 91 King Street  
Ginny Gilmartin, 179 Dillingham Way  
Kathy Hassey, 22 Bardin Street

**Opening**

Chair Thomas Burke opened the meeting at 5:00 pm and made note the meeting was being recorded.

**Review of Meeting Minutes**

The Trust voted to accept the January 13, 2021 meeting minutes as written.

**Funding**

The Chair stated the Community Preservation Committee (CPC) has accepted the Trust's application for the transfer of the 10% annual allocation for the years 2018, 2019 and 2020. ATM Warrant Article 25 Appropriate Funds – Affordable Housing Trust requests the approval for the transfer of funds.

**Projects/Programs**

The Chair stated the consulting contract with Karen Sunnarborg approved two years ago by the Trust has been signed. The contract is for \$8,500, and the Chair will forward copies to the Trustees. The Chair suggested Ms. Sunnarborg attend a meeting to discuss the scope of her work which will include updating the housing plan.

The Chair would like to set a timetable for submitting new program ideas. Ms. Sunnarborg and new Trustees may also have new program suggestion. Trustee Vanessa O'Connor stated she is interested in implementing a program offering assistance with urgent home repairs for families. Trustee Steven Louko stated assisting residents in need is a good way to give tax payer funds back to the community. Mr. Louko was in favor of the recently increased income limits for the tax relief program and stated every program to assist those in need should be considered. The Chair stated the level of administration required needs to be reviewed with each new program considered, and the Trust should increase outreach to ensure residents are aware of what relief is available.

The Chair plans to compile a list of sites in Town that may be opportunities for large projects. The Trust discussed the Sylvester/Salmond Project and how they may offer assistance with the project. The Chair stated Ms. Sunnarborg may also be able to assist the Trust in this area. Trustee Steven Louko explained ATM Warrant Article 20 Appropriate Funds – Sylvester and Salmond Schools Renovation and Feasibility Consultation requests \$275,000 CPC funds be used towards the phased renovation, concept design, architectural, and engineering work of the Sylvester School Building, and concept design and feasibility study for the future use of Salmond School. A ten member Committee will be formed consisting of one Selectman, one School Committee Member, one Historical Commission Member, one Planning Board Member, one Affordable Housing Trust Member, one Citizen at Large, and two CPC Members, the Town Manager or Planner and the School Superintendent. Mr. Louko stated the highest and best use for Salmond School needs to be considered but overall the project needs to be correct for the neighborhood.

### **Trust Membership**

The Chair stated Trustees Denise Quirk and Kirstin Zwicker-Young have agreed to step down from the Trust. 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 continue accepting Talent Bank Application and interview applicants at the Trust's next meeting. Ginny Gilmartin of 179 Dillingham Way is interested in a Trustee position and asked what the expectations and commitments are. The Chair explained the Trust's mandate to maintain and expand affordable housing where possible. The Trust is working on developing new programs to offer financial assistances to residents, and meetings are once a month. Kathy Hassey of 22 Bardin Street is interested in a Trustee position but is also happy to bow out for any more qualified candidates. The Chair stated the Trust will benefit from members with various experience and appreciates Ms. Hassey's interest. The Trust agreed to interview candidates at their next meeting on March 3, 2021 at 4:30 pm.

### **Next Meeting**

Wednesday, March 3, 2021

### **Adjournment**

The meeting ended and adjourned at 5:54 pm.