



**Affordable Housing Trust**  
550 Hanover Street  
Hanover, MA 02339  
**Meeting Minutes**  
**Wednesday, March 2, 2022 – 5:00 pm**

**Committee Attendees**

Thomas Burke, Chairman  
Stephen Carroll

Vanessa O'Connor  
Ginny Gilmartin

**Absent**

Susan Setterland  
Steven Louko

Kevin Dyer

**Other Attendees**

Chelsea Stevens, Finance Director/Town Accountant  
Tammy Murray, Director of Community Services

**Opening**

Chair Thomas Burke opened the meeting at 5:16 pm and made note the meeting was being recorded.

**Review of Meeting Minutes**

The Trust voted to accept the January 5, 2022 meeting minutes as written.

**Legion Housing Affordably Restriction Update**

Trustee Stephen Carroll stated the draft memorandum of understanding (MOU) has been delivered to the Legion Housing Board. Mr. Carroll has spoken with the Chair of the Legion Housing Board Thomas Bailey, and the Board hopes to meet this month to review and execute the MOU. Mr. Carroll is in contact with Attorney Dennis Murphy regarding the paperwork necessary for the Department of Housing & Community Development (DHCD) and the Town once the MOU is executed. The Chair Tom Burke thanked Mr. Carroll for the update.

**Housing Production Plan**

The Chair noted the Housing Production Plan was presented to the Planning Board on February 14, 2022 and stated the Planning Board must formally vote to endorse the plan. Staff will schedule this on a future Planning Board agenda. The Chair stated the plan must also be presented to the Select Board. Trustee and Select Board member Vanessa O'Connor will facilitate scheduling the presentation with the Select Board. The Chair thanked Ms. O'Connor.

**Program Proposals**

The Chair mentioned the small repair grant program and septic repair program the Trust is working on. Trustee Ginny Gilmartin will continue to work on the draft septic repair program with Trustee Steven Louko so that it may be discussed at the next Trust meeting in April.

**Other Business**

**MBTA Community guidelines** – The Chair stated there are many details to work out regarding Hanover’s response to the new MBTA Community guidelines. The Chair expressed the importance of working closely with the Planning Board and Zoning Board regarding this and the deadlines that need to be met in order to remain in compliance.

Trustee Vanessa O’Connor asked for a history regarding the lack of affordable units in the new apartments being constructed at Hanover Crossing. The Chair explained the developer planned for a portion of the apartments to be affordable; however, Town residents did not favor affordable units. It was determined the additional apartments wouldn’t reduce the Town subsidized housing inventory (SHI) percentage, and the increase in housing diversity was viewed positively by the Trust. Due to these factors, mitigation was offered to the Town by the developer in lieu of the affordable units.

Director of Community Services Tammy Murray addressed the Trust with various topics/questions. Ms. Murray stated she has had several residents of apartments contact her regarding the legality of their apartments and possible eviction. Ms. Murray stated her office works diligently to slow any eviction by finding errors and/or omissions in eviction paperwork. Trustee Ginny Gilmartin asked who is filing the eviction notices, owners or the Town. Ms. Murray stated she doesn’t have detailed information on each instance but did note that some are just early warning notices that alarm residents. Ms. Murray will speak with Building Commissioner Joe Stack to obtain any information about newly discovered illegal apartments. Ms. Gilmartin mentioned previous information she forwarded to assist residents needing to relocate, and Ms. Murray stated she has that information still. The Chair suggested perhaps the Trust could collaborate with Ms. Murray to assist in slowing the eviction process for qualifying residents. Ms. Murray welcomes any assistance. Trustee Vanessa O’Connor suggested contacting the volunteer organization Lawyer Project which Ms. Murray stated she has done. Ms. O’Connor will forward additional information regarding Lawyer Project to Ms. Murray.

Ms. Murray stated she has met with the Select Board regarding a new “Housing Specialist” position and Select Board member and Trustee Steven Louko suggested she should speak with the Trust about it. Ms. Murray noted she has had many residents seeking apartments recently. Trustee Steven Carroll stated he created a draft job description for a “Affordable Housing Coordinator”, and the Trust has discussed in the past perhaps combining that position with the position Ms. Murray would like to create. Ms. Murray stated she will forward her draft job description to the Trust for their review. The Chair invited Ms. Murray to keep in touch with the Trust by attending future meetings whenever possible.

Ms. Murray questioned what guidelines Elmwood Farms is required to follow as it seems they follow HUD guideline and not DHCD guidelines. Ms. Murray is concerned as some residents are paying far too much for the apartment units at the development. The Chair stated he will investigate this and touch base with Ms. Murray.

Ms. Murray asked what the status of the Cottage Cluster Bylaw is. The Chair explained that the Cottage Cluster Committee was a subcommittee of the Planning Board and has been inactive for several years. The Chair explained the draft bylaw needs some work, and the Planning Board would have to reactivate the committee to work on it. The Chair also noted that revisions to the Accessory Dwelling Bylaw (in-law units) should be considered to increase housing for senior residents.

### **Next Meetings**

Wednesday, March 9, 2022

Wednesday, April 6, 2022

### **Adjournment**

The meeting ended and adjourned at 5:48 pm.