



**Affordable Housing Trust**  
550 Hanover Street, Hanover, MA 02339  
**Meeting Minutes**  
**Wednesday, April 12, 2023 – 6:00 pm**

**Committee Attendees**

Thomas Burke, Chairman  
Ginny Gilmartin  
Kevin Dyer

Stephen Carroll  
Steve Louko  
Vanessa O'Connor

**Other Attendees**

Chelsea Stevens, Finance Director

**Opening**

Chair Thomas Burke opened the meeting at 6:06 pm and made note the meeting was being recorded.

**Review of Meeting Minutes**

The Trust voted to accept the March 1, 2023 meeting minutes.

**Roll Call Vote:** Thomas Burke – Yes  
Kevin Dyer – Yes  
Ginny Gilmartin – Yes  
Steve Louko – Yes  
Vanessa O'Connor – Yes  
Stephen Carroll - Abstain

**Legion Housing**

Trustee Stephen Carroll let the Trust know that there is no update at this time. Mr. Carroll said he has a call with the attorney the following day and hopes to have an engagement letter ready for the next meeting. There is a HUD agreement with the Legion that runs until 2041 which locks in the affordability of the units. The Trust still wants to get a deed restriction, right of first refusal, and a PILOT agreement. Mr. Carroll asked if the Town has other PILOTs. Finance Director Chelsea Stevens said she will ask the Town Assessor and get back to the Trust. Trustee Steve Louko mentioned looking into what benefit there would be to the Town to have a PILOT in place with Legion. The Trust discussed the potential logistics of a PILOT. The Trust requested Assessor Elaine Boidi attend the next meeting to answer their questions.

**Program Proposals**

Septic Repair Program: Mr. Louko gave an update on the Trust on the Septic Repair Program. Mr. Louko said that there hasn't been any advertisement done yet, but all the documents for the program are up on the website. The Trust discussed advertising on social media and putting a flyer in with the water bills to get the word out about the program.

Emergency Short-Term Rental Assistance Program: Mr. Burke gave the Trust an update on the Emergency Short-Term Rental Assistance Program. Mr. Burke said he spoke with the Food Pantry about advertising the program on their website

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and was scheduled to meet with them soon. Trustee Vanessa O'Connor suggested seeing if the Town has a table at Hanover Day where the program could be advertised. Ms. O'Connor also suggested that the program have some sort of exit survey or check in with each program participant. Trustee Ginny Gilmartin said that Tammy Murray may have what Ms. O'Connor is looking for as she is keeping files on all the applicants.

### **Other Business**

The Trust discussed the possible expansion of existing affordable housing and opportunities for new development. Mr. Carroll drafted a letter to all the large scale affordable housing projects going on in Town to see if they would be willing to explore the feasibility of adding more affordable units to the existing projects.

The Trust also discussed the job posting for the Housing Coordinator. Mr. Burke suggested putting a link under the Affordable Housing Trust webpage. Trustee Ginny Gilmartin also suggested advertising on the CHAPA website.

### **Next Meetings**

Wednesday, May 10, 2023

### **Adjournment**

The meeting ended and adjourned at 7:09 pm.

**Roll Call Vote:** Steve Louko – Yes  
Kevin Dyer - Yes  
Stephen Carroll - Yes  
Vanessa O'Connor – Yes  
Ginny Gilmartin – Yes  
Thomas Burke – Yes