



**Affordable Housing Trust**  
550 Hanover Street  
Hanover, MA 02339  
**Meeting Minutes**  
**Wednesday, April 6, 2022 – 5:00 pm**

**Committee Attendees**

Thomas Burke, Chairman  
Stephen Carroll  
Steven Louko  
Ginny Gilmartin

**Absent**

Susan Setterland  
Vanessa O'Connor  
Kevin Dyer

**Other Attendees**

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

**Opening**

Chair Thomas Burke opened the meeting at 5:01 pm and made note the meeting was being recorded.

**Review of Meeting Minutes**

The Trust voted to accept the March 2, 2022 meeting minutes as written.

**Legion Housing Affordably Restriction Update**

Trustee Stephen Carroll stated the Hanover Legion Housing Board will meet next week and review the memorandum of understanding (MOU) that the Trust has proposed. Mr. Carroll has spoken with the Chair of the Legion Housing Board Thomas Bailey who indicated the Legion Board may not be in favor of a Trust member sitting on the Legion Board. Mr. Carroll also stated the Legion Board has recently been 80% reconstituted. The Chair suggested perhaps the Trust would consider a non-voting seat on the Board as a compromise. Trustee Steven Louko asked if any of the Legion Board members are residents of the Legion Housing complex. Mr. Carroll stated he was uncertain but was inclined to say no. Mr. Louko suggested having a resident of the complex on the Legion Board would be beneficial. The Chair asked Director of Community Services Tammy Murray if she receives feedback from the residents at the Legion Housing complex. Ms. Murray stated not specifically.

The Trust reviewed an invoice from Hill Law for \$660 associated with the MOU presented to the Legion Board. The Trust voted to approve the payment of the invoice.

**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 will discuss the plan at their April 25, 2022 meeting. The Chair stated he will attend this meeting. Finance Director Chelsea Stevens directed that a Trust meeting be posted for April 25 to comply with open meeting law in the event a quorum of Trust member attends the Planning Board meeting. Staff will post. The Chair touched

on various portions of the plan that may be discussed with the Planning Board including a proposed cottage cluster bylaw. The Trust agreed that a balance must be struck between creating affordable housing and the water quantity/quality issues the Town is currently facing. The Chair suggested the Trust think about increasing affordable housing with a piece mail approach such as purchasing smaller homes in Town and creating affordable units with deed restriction since a large parcel or project may not be feasible with the current water issues.

### **Program Proposals**

The Trust discussed a proposed septic repair program that would offer supplemental funding to the current septic repair program administered by the Hanover Board of Health. Trustee Stephen Carroll suggested some edits and asked if there would be an increase in assistance requests based on how many failed systems are out there. Trustee Steven Louko stated the Board of Health doesn't know how many systems are failing but doesn't anticipate a large increase in requests for septic repair assistance. The Trust discussed various aspects of the proposed program including a secure application process, application review with verification of income/assets/loans, the variables for the final selection process and funding sources for the program. Mr. Louko questioned how the Board of Health administers their current program, and Finance Director Chelsea Stevens stated she will gather information on that for the Trust. Mr. Louko stated Assistant Health Agent Will Barrett will attend the Trust's next meeting to give feedback to the Trust.

### **Other Business**

The Trust discussed the two draft job descriptions for an Affordable Housing Coordinator and/or Housing Specialist. The Chair noted the creation of the position would be very beneficial given the Trust's desire to implement small programs, apply for grants and possibly acquire properties to create affordable housing units. Director of Community Services Tammy Murray agrees this dual role would be very beneficial for the Trust and also the Council on Aging by assisting seniors. Mr. Carroll and Ms. Murray will work together to merge the two job descriptions for review by the Trust at their next meeting on May 4<sup>th</sup>.

Ms. Murray gave the Trust an update on the issue of high rents at Elmwood Farms. There was confusion regarding what guidelines need to be followed to calculate rents. Elmwood Farms must follow the Department of Housing and Urban Development (HUD) guidelines which considers assets. In the past, they were following the Department of Housing and Community Development (DHCD) guidelines which does not consider assets. This is the cause for the increase in rents. Ms. Murray stated the management company should have communicated better with the residents.

### **Next Meetings**

Wednesday, May 4, 2022

### **Adjournment**

The meeting ended and adjourned at 6:10 pm.