



**Affordable Housing Trust**  
550 Hanover Street  
Hanover, MA 02339  
**Meeting Minutes**  
**Wednesday, June 9, 2021 – 5:00 pm**  
**Via Zoom**

**Committee Attendees**

Thomas Burke, Chairman	Steven Louko
Kevin Dyer	Vanessa O'Connor
Ginny Gilmartin	Stephen Carroll
Susan Setterland	

**Other Attendees**

Chelsea Stevens, Finance Director/Town Accountant  
Karen Sunnarborg, Housing & Planning Consultant

**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 May 5, 2021 meeting minutes with the following amendment:

- Trustee Stephen Carroll stated the affordability restriction on Hanover Legion Housing (70 Legion Drive) ~~expired~~ expires in ~~March~~ December of 2021.

**Other Business**

The Trust discussed the latest status of the RFP for the Sylvester School. One proposal was received but then withdrawn after public comments were not supportive. Trustee Vanessa O'Connor, a member of the Board of Selectmen was in favor of re-issuing the RFP but is pleased the process has come to a conclusion. Ms. O'Connor stated her opinion that the property should stay in the control of the Board of Selectmen but power to disposed/sell the property should be withdrawn. The building is being used for various activities, and Ms. O'Connor is open to other suggestions for the future of the property. Housing & Planning Consultant Karen Sunnarborg commented that these types of projects are challenging and often financial incentives need to be in the RFP to make it beneficial to developers. The Chair stated his opinion that having a consultant with expertise in drafting RFP's would be helpful in the future. Trustee Stephen Carroll stated he forwarded the RFP to contacts at the Office of Planning & Urban Affairs but they chose not to submit a proposal. Trustee Kevin Dyer suggested the possibility of revisiting the idea of Hanover Schools Administration moving to Sylvester School and re-developing the Salmond Building instead. Mr. Carroll stated he was not sure if re-developing Salmond Building would be more attractive to developers, and suggested other schools such as Cardinal Cushing or South Shore Vo-Tech might be able to utilize Sylvester School. Trustee Steven Louko stated the idea of housing at Sylvester School is unlikely at this point, and the Town Manager is moving forward will the possibility of the Hanover Food Pantry using a portion of the building.

### **Projects/Programs**

The Trust met with Housing & Planning Consultant Karen Sunnarborg to discuss the draft Hanover Housing Production Plan. Ms. Sunnarborg went through a Power Point Presentation highlighting various details including the purpose of housing production plans, the definition of affordable housing, demographic trends, changes in age distribution, economic trends, housing growth & occupancy trends, housing cost trends, priority housing needs and housing strategies. Ms. Sunnarborg stated once the Trust has reviewed the Housing Production Plan draft, public comment should be requested as well as review/approval from the Planning Board and ZBA prior to submittal to the State. The State review process has been fairly quick lately. The Trust is hopeful public participation and comment will be robust. Trustee Susan Setterland would like program ideas to have as much detail as possible prior to public presentation and expressed her hope to implement programs expeditiously. The Trust will forward any changes or commentary to Ms. Sunnarborg, and will assist her in contacting individuals for additional information required. The Trust will plan to present the draft housing production plan to the Planning Board, ZBA and public in September 2021.

The Trust discussed various programs including septic repair grants, small repair grants and first time homebuyer's loans. Trustee Steven Louko met with Town Hall staff regarding a possible septic repair grant program. Ms. Sunnarborg gave the Trust some background details on various programs and their requirements. The State also has a septic repair program. Trustee Ginny Gilmartin mentioned the importance of requiring the home not be sold when granting septic repair relief. Mr. Carroll asked Ms. Sunnarborg to circulate any program descriptions she has to the Trust. The Trust would like Finance Director/Town Accountant Chelsea Stevens to compile a report of all the funds at the Trust's disposal.

### **Other Business**

The Chair informed the Trust of a recent small repair expense the Town had taken control of. A fence was installed on the property of an elderly resident as the existing pool was creating a safety hazard without a fence. The cost of \$3,900 has been billed to the Town, and the AHT can pay the bill if they choose or the funds can be taken from another Town account. The Chair was contacted regarding the project and cost, and it has highlighted the need for the Trust to implement a program with an application process for these projects.

The Trust discussed the affordability expirations of Hanover Legion Housing and Cardinal Cushing. Mr. Carroll will invite Tom Bailey to the next meeting to discuss Hanover Legion Housing.

### **Next Meeting**

September 2021

### **Adjournment**

The meeting ended and adjourned at 6:35 pm.