

CITY OF SOMERVILLE, MASSACHUSETTS  
SOMERVILLE AFFORDABLE HOUSING TRUST FUND  
JOSEPH A. CURTATONE  
MAYOR

*Andrea Shapiro, Acting Managing Trustee*

*Trustees*

Mary Cassesso  
Michael Feloney  
Kathryn Gallant  
David Gibbs  
Donna Haynes  
Brielle Short  
Councilor Kristen Strezo  
Jessica Turner

**Minutes**

**Thursday, October 14, 2021 Meeting – 5:15 pm**

Trustees attending: Mary Cassesso, Michael Feloney, David Gibbs, Donna Haynes, Andrea Shapiro, Brielle Short, Kristen Strezo, Jessica Turner

Trustees not attending: Kathryn Gallant

Staff attending: Paul Goldstein

Meeting started at 5:17 pm, with Andrea Shapiro serving in the role of chair person

*1. Review and Approval of September 2021 Meeting Minutes*

Donna Haynes introduced a **motion** to approve the September meeting minutes, David Gibbs seconded the motion. The motion **passed** unanimously by roll call vote with Brielle Short abstaining.

*2. Continued Business*

• **Supplemental funding request for 31 Tufts Street-update on possible funding sources.**

Paul Goldstein provided an update in follow-up to discussion at the Trust’s September meeting on feasibility of potential non-trust funding sources to close the funding gap for the 31 Tufts St. project that Eliza Datta had updated the Trust on in August and September. Paul noted that Housing Division staff had assessed the viability of HOME funds for the project. While Grants Management staff believe issues involving an environmental review and “choice limiting activities” could be addressed, staff also expressed the view that the use of Federal funds would create other significant issues, including:

- The requirement to meet Federal accessibility standards.
- The need for Davis Bacon (Federal act requiring a prevailing wage be paid on a project with Federal funding, higher than the local prevailing wage) which would add to the existing funding issues.

For these reasons, staff concluded that the best fit going forward would be the additional subsidy of non-CPA Trust funds of up to \$500,000.

Mike Feloney clarified that this update was a “report back” to Trustees, who at the September meeting felt that all other potential sources of funding should be explored before the Trust committed an additional subsidy. Mike noted that a project Just-A-Start Corp. is pursuing at 24

Webster Ave. would be a strong candidate for use of HOME funds within the next year. Trustees did not have any additional questions or feedback.

### 3. *New Business*

- **Managing Trustee.** Andrea Shapiro and Mary Cassesso spoke, and updated Trustees on the status of the position of Managing Trustee. Andrea will continue in her capacity of Managing Trustee until an Annual Meeting with elections can be held.
- **Financial report(s) review (CPA Account and Non CPA Account, August, 2021).** Paul presented the financial reports for both the CPA and Non-CPA accounts from the month of August. Paul noted that there was not any significant activity in either account in August, and indicated that with the Powers & Sullivan financial review completed, he would be focusing on the Trust's Annual Report. Donna made a **motion** to accept the financial reports, which was seconded by Mary. The motion **passed** unanimously by roll call vote.
- **November meeting date, in light of Veterans Day holiday on second Thursday in November (11/11/2021).** Paul called Trustees' attention to the fact that the November meeting as scheduled would fall on the Veterans Days holiday. Suggestions on how to proceed included postponing the meeting to the following week (11/18), or cancelling the November meeting altogether and reconvene the Trustees in December for what would be the Annual Meeting where new officers are elected. Paul also noted that he would need to be out of the office for the next two weeks, which would put a strain on attempts to hold a November meeting earlier than 11/11.

Andrea asked if the November meeting was cancelled what the procedure would be if something that warranted action on the part of the Trust was to come up between now and December. Mike noted that he would be the point of contact for any Trust related items while Paul was out of the office, and further noted that if something which warranted immediate action from the Trust did come up a meeting would be convened. Mary made a **motion** to cancel the November meeting, and have the December meeting serve as the Annual Meeting. The motion was seconded by Mike, and was **passed** unanimously by roll call vote.

### 4. *Communications*

- **Standing Update Items:**
  - *100 Homes internal assessment and next steps.* Paul noted that he and Mike had created a summary matrix in draft form of the three memos SCC had provided outlining the challenges facing the 100 Homes Program and their potential solutions. The summary matrix will be the basis of a presentation to the Mayor's office on the 100 Homes Program and its proposed expansion to 2,000 Homes.
  - *Strategic Visioning.* Housing Division staff is currently reviewing the solicitation document before it is circulated to a list of potential consultants. Paul noted that at the request of Trustees he reached out to Jenn Goldson, the consultant who produced the Trust's last Strategic Visioning on the subject of including the Home Rule Petition (HRP) in any sort of Strategic Visioning plan. Jenn acknowledged the value of including the HRP in the scope of work despite the fact that it is still waiting to be heard by the Committee on Housing, and Paul noted that the HRP will be part of the scope of work for the forthcoming Strategic Visioning plan.
  - *Home Rule Petition (HRP).* Paul noted that he had received an update from the Mayor's legislative liaison, Hannah Carrillo, informing him that the HRP was scheduled to be heard by the Committee on Housing earlier this week, but that information proved to be inaccurate, as the HRP was not on the Committee's schedule for this week. Paul further noted that the Hannah indicated to him that despite the mix up this week, the HRP would

likely be heard by the Committee in the very near future, possibly by the end of the month. Paul shared that he is currently working on a draft of written testimony to be submitted in support of the HRP, and he would share that with Andrea for her review and signature when complete. Paul also noted that it is his understanding that the Mayor as well as one of Somerville's state representatives and Somerville's state senator would be submitting written testimony as well.

- *FY21 Contracts*. Paul shared that the contracts for the FY21 CPA awards are still being reviewed by Housing Division staff and once that review is complete, the contracts will be routed through City Hall for additional signatures. David Gibbs urged staff to expedite the process as much as possible, as funding for certain programs administered by CAAS is starting to run out.
- *Board Reappointments*. Mike noted that he has prompted City staff that works on boards and commissions reappointments on an update, and was informed that the focus is currently on filling vacant positions before turning to board members with expired terms.

6. *Announcements*

Paul provided a reminder he would be out of the office from October 23<sup>rd</sup> through November 8<sup>th</sup>.

7. *Adjournment*

The meeting was adjourned at 7:10 pm.

**Documents distributed:**

- Updated CPA and Non CPA Trust Financial Reports (August, 2021)
- September Meeting Minutes Draft