

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

*Mary Cassesso, Managing Trustee*

***Trustees***

Ben Ewen-Campen  
Michael Feloney  
Kathryn Gallant  
Donna Haynes  
Andrea Shapiro  
Brielle Short  
Jessica Turner

**Minutes**

**November 14, 2019 Meeting – 6:15pm**

Somerville City Hall 2<sup>nd</sup> floor Committee Room  
93 Highland Avenue, Somerville, MA 02143

Trustees present: Ben Ewen-Campen, Mike Feloney, Kathryn Gallant, Donna Haynes, Andrea Shapiro, Brielle Short

Trustees not present: Mary Cassesso, Jessica Turner

Staff attending: Heidi Burbidge, OSPCD Housing Division

Others attending: Lisa Davidson, OSPCD Housing Division, David Tisel, Somerville Community Corporation, David Gibbs, Community Action Agency of Somerville

Meeting started at 6:15pm with Andrea Shapiro serving as chair.

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

- Trustees reviewed draft minutes of the October 10, 2019 Trust. Donna Haynes introduced a motion to approve the October 10, 2019 meeting minutes which was seconded by Katie Gallant and PASSED, 6-0.

**2. Communications**

- Trustee reappointments and vacancy status-  
Heidi reported that the confirmation of David Gibbs, the Executive Director of the Community Action Agency of Somerville (CAAS) was on the City Council meeting agenda that night for potential referral to the Confirmation of Appointments and Personnel Matters committee.
- Clarendon Hill – update on project status-  
Katie reported that a relocation meeting with residents was scheduled for November 22<sup>nd</sup>. Mike reported that the zoning application had been submitted by the development team to Planning and Zoning as a Comprehensive Permit application. Ben Ewen-Campen reported that the City Council had signed a letter of funding conditions summarizing proposed terms for the project last year, and would be doing so again based on the current program.
- Transfer fee legislation update-  
Heidi shared information from Hannah Carrillo, OSPCD Sustainable Neighborhoods Initiative Coordinator and Ellen Shachter, the Director of the Office of Housing Stability. Draft legislation is in the process of being considered in state legislative committee. Members

of the coalition supporting a transfer fee are looking to have a compromise bill replace the initial one at the state level.

*Ben Ewen-Campen left the meeting at 6:30pm. The first item under new business was moved up on the agenda, so that SCC staff in attendance for a single item could be heard next.*

### 3. New Business

- Request from SCC for 100 Homes acquisition at 21 Cutter Avenue- Heidi provided context to the items by reviewing summary information on the amount of CPA funds that the Trust had allocated to the 100 Homes program. She then reviewed the balance of funds currently available after commitments. Heidi distributed a memo making a recommendation that the Trust vote to allocate \$1,920,236 of CPA funds to the 100 Homes Program. She noted that the memo included information on a specific property in Davis Square that SCC staff identified for acquisition contingent on an appraisal supporting the acquisition.

Mike noted that SCC had called attention to the property and the opportunity it would present to create new 100 Homes units in a neighborhood that is underrepresented in the program. Due to its location, acquisition costs are higher than for previous 100 Homes properties. Mike noted he had asked Lisa Davidson to attend as the OSPCD-Housing Division staff serving as a point person for both the “original” 100 Homes and the “FRIT-funded” 100 Homes program.

David Tisel thanked City staff for their quick review of the proposal for the property, which is a 3-decker at the corner of Cutter Avenue and Hawthorne Street in good condition. SCC was proposing the creation of 3 affordable 2BR units, one at 80% AMI, one at 100% AMI and one intended for households using a Section 8 voucher. He noted the project pro forma and the purchase price of \$1,595,000. SCC is seeking a permanent loan from a separate lender, and anticipated a need for permanent subsidy of \$1,075,000 for which they were seeking assistance from 100 Homes funds. The per unit subsidy would be \$358,333.

*David Tisel left the meeting at 6:50pm.*

Trustees discussed the breakdown of non-CPA and CPA Trust funds available. Mike noted that there had been a steep increase in the total amount of linkage payments in the previous two years, which has resulted in unprecedented non-CPA Trust funds to support development. Andrea Shapiro noted that, should the Trust allocate \$1,920,236 of CPA Trust funds to 100 Homes at this time, there would be a correspondingly smaller amount of CPA funds to support new projects after the FY20 CPA allocation. She also noted that even with CPA Housing Program commitments that had been made by the Trust that there was a comfortable balance in the non-CPA Trust account to be ready for new opportunities.

Donna Haynes made a **motion** for the Trust to allocate \$1,920,236 of CPA Trust funds to the 100 Homes Program and to offer a permanent subsidy of CPA funds in an amount to be determined by staff to SCC for the 21 Cutter project. The motion PASSED 5-0.

*Mike Feloney left the meeting at 6:55pm.*

### 4. Ongoing Business

- Trust ordinance revisions Home Rule Petition (HRP) status-

Heidi shared a copy of a Home Rule Petition that had been approved by the City Council Legislative Matters committee meeting on October 17th, and subsequently approved by unanimous vote of the full Council on October 24th. The HRP has been transmitted to the local legislative delegation with a request to introduce it before the House. In response to questions she noted that the legislative delegation had not provided feedback to date. It was noted that Trustees can have conversations with the delegation.

- 59 Temple Street foreclosure proceedings-  
Lisa noted that \$75,000 was needed to cure loan arrears for the owner that has been at risk of foreclosure on an affordable unit at 59 Temple Street. She noted that at this time the banker does not foresee approval of a request for modification given the history of attempts made to provide assistance, and that the bank will probably be moving forward with foreclosure on one loan. The timeline would start in 30 days and take 9 months or more. Lisa noted that staff has regularly reached out to the homeowner and made numerous efforts to provide assistance.
- Trust contract status-  
Heidi reported that there were two Trust contracts being reviewed by the Purchasing Department at that time. There was one Trust contract being reviewed by the Law Department.

#### **New Business** (resumed)

- Strategic planning process-  
Heidi noted that this item was being kept as a “reminder agenda item” through the first part of 2020. She reported that the 2014 process lasted 4 months and cost \$5,000. She noted that given the increase in Trust resources since that time and significant turnover in membership, staff is inclined to project for a process lasting at least 6 months this time and adjust the amount to be budgeted accordingly. Trustees suggested that the start of strategic planning should wait until the Home Rule Petition is approved.
- Monthly CPA financial reports for September and October  
Heidi reviewed the CPA financial reports for September and October.
- Monthly non-CPA financial reports for September  
Heidi reviewed the non-CPA financial reports for September. *(It was noted after the meeting that two housing program commitments did not appear on the report and would be added).*

A **motion** was made to adjourn which was seconded and PASSED, 5-0.

*Next meeting date – The next meeting date will be Thursday, December 12, 2019 at 5:15pm in the Somerville City Hall 3<sup>rd</sup> floor conference room.*

Documents distributed:

- Draft October Trust meeting minutes
- Document with tables showing Trust Allocations to 100 Homes and Amount of CPA funds remaining.
- Memo from Heidi Burbidge regarding Allocation of CPA funds to 100 Homes Program properties and associated recommendation

- Memo from Scott Hayman and David Tisel from SCC regarding 21 Cutter Ave. Request for CPA funding
- Home Rule Petition to further define the purpose of the SAHTF
- Monthly CPA financial reports for September and October
- Monthly non-CPA financial reports for September