

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

Mary Cassesso, Managing Trustee

Trustees

Lisa Davidson
Ben Ewen-Campen
Michael Feloney
Kathryn Gallant
Donna Haynes
Daniel LeBlanc
Andrea Shapiro

Minutes

November 8, 2018 Meeting – 5:30pm

Somerville City Hall 3rd Floor Conference Room
79 Highland Avenue, Somerville, MA 02143

Trustees present: Lisa Davidson, Ben Ewen-Campen, Mike Feloney, Kathryn Gallant, Danny LeBlanc, Andrea Shapiro

Trustees not present: Mary Cassesso, Donna Haynes

Staff attending: Heidi Burbidge, OSPCD Housing Division

Others present: Ellen Shachter, OSPCD Office of Housing Stability
Michael Glavin, OSPCD Director

Meeting started at 5:35pm with Andrea Shapiro serving as chair.

1. Review and Approval of Meeting Minutes

Trustees reviewed draft minutes of the October 11, 2018 Trust meeting that Heidi Burbidge had drafted. Katie Gallant introduced a **motion** to approve the October 11, 2018 meeting minutes which was seconded by Danny LeBlanc and PASSED, 6-0.

2. Communications

Update on status of Trustee reappointments, upcoming vacancy, and OSPCD staff changes

- Heidi reported that she had submitted requests via the City's MinuteTraq system to initiate reappointment of Trustees Mary Cassesso, Lisa Davidson, Donna Haynes and Danny LeBlanc. She also reported that the open Trustee position designated for a low-income Somerville resident who rents their home was advertised, and that three applicants for the position had submitted applications by the deadline of October 15th. On November 8th the Appointments Advisory Committee would be conducting interviews with applicants, with Heidi would be attending.

On OSPCD staff changes, Heidi and Mike Feloney shared that Michael Glavin would be retiring from his position as Executive Director of the Office of Strategic Planning and Community Development effective November 24th. Mayor Curtatone has also announced that Planning and Zoning Director George Proakis will succeed Mike Glavin as Executive Director. Senior Planner Sarah Lewis will succeed George as Planning and Zoning Director.

Clarendon Hill – update on project status

- Danny provided an update regarding the development team’s efforts to close the funding gap associated with changes to the home rule petition regarding prevailing wage requirements. Various alternative construction methods were under consideration that would involve the use of modular construction. Danny noted that modular “stick-built” construction would not provide needed savings, and that the most promising alternative at this point would involve light gauge steel construction.

That approach would allow additional floors to be added, enabling Gate to add additional revenue through additional market-rate units. Gate has reported that it would be necessary to reduce the number of so-called workforce units that had been projected for inclusion in the market rate building. It also could involve a request for additional City assistance.

Danny noted that all aspects of such an approach would involve reengaging with residents, the City and other stakeholders. The Clarendon Hill development team is also continuing to work with a potential equity investor willing to accept a lower rate of return than other investors

Ellen Shachter joined the meeting at 5:45.

3. Unfinished Business

Status of Trust contracts

- Heidi reported that fourteen out of the total of sixteen Trust contracts were fully executed. Agencies were working with her on contract scope for two remaining new contracts. Heidi noted that in addition to the sixteen contracts, she was continuing work on drafts of two contract amendments for recent awards on programs already under contract.

SCC Request for supplemental funding to to close gap in Pilot Phase of 100 Homes Initiative

- Mike briefly reviewed a request SCC had initially prepared for and reviewed at the Trust’s October meeting, requesting Trust/CPA funds to cover overages in 100 Homes program costs incurred during the program’s initial pilot phase, in the amount of \$275,709. SCC and Housing staff subsequently worked to revise the request, to clarify selected issues. Clarifications included noting that neither City staff involved with 100 Homes nor SCC had expected SCC to bear acquisition or program costs out of its own resources. The revised request also clarified that SCC and the City can move toward permanent closing on acquisitions that had been acquired with bridge loan funding through East Boston Savings Bank (and could do in advance of a City bond issuance).

Danny recused himself and left the meeting room at 5:53pm.

Following discussion of whether a motion should include language included in a vote taken the prior month specific to additional costs on the Alewife-Sydney 100 Homes acquisitions that received HPSTF funding, Lisa Davidson made a **motion** to approve the request from Somerville Community Corporation for \$275,709 using CPA funds to address shortfalls in the Pilot Phase of 100 Homes Program and requiring consistent backup for payments requested. The motion was seconded by Mike Feloney and approved 5-0-1.

Danny returned to the meeting at 6:20pm.

Trust statute status/status of next steps re: new Trust statute

- Heidi noted that the creation the Office of Housing Stability (OHS) will offer an opportunity to reconsider allocation of ESG as a resource, and that OHS Director Ellen Shachter would be briefing Trustees under the next agenda item in New Business.

4. New Business

Office of Housing Stability and funding for Housing Programs

- Ellen offered background on the Office of Housing Stability that was established within OSPCD, with a launch anticipated for the beginning of January. She started as OHS Director in mid-August and would be hiring an Assistant Director as the first of four expected hires. OHS will address gaps in provision of housing services and work to prevent displacement of Somerville residents. Initial assistance and referrals will be provided to anyone who calls; more in-depth for Somerville residents.

OSPCD was soliciting input for consideration to structure the OHS from a broad range of stakeholders. Specific functions and programs of the division may include case management and housing stability plans, assistance for payments to attorneys on behalf of tenants facing eviction, housing search assistance and support for tenant organizing.

Ellen anticipated that as a part of her role she will also provide staff time to City issues such as the condo conversion ordinance, the proposed real estate transfer fee, a proposed community land trust, and tenancy stabilization funds.

Mike Glavin briefly joined the meeting at 6:45pm to thank Trustees for the chance to work with them over the last seven years.

Monthly non-CPA financial report for September and amended reports for June-August

- Monthly financial reports were distributed in meeting packets and would be included on the December meeting agenda.

Heidi left to attend AAC interviews at 6:50pm.

At approximately 7:10pm a motion was made to adjourn which was seconded and passed, 6-0.

Next meeting date – The next meeting date will be Thursday, December 13, 2018 at 6:15pm.

Documents distributed:

- Draft October Trust meeting minutes
- Revised memo from SCC dated 11/7/18 requesting \$275,709 to close gap in Pilot Phase of 100 Homes Program
- 100 Homes Initiative Funding, Commitments and Spending report
- CPA-only monthly financial reports for July, August, September and October
- Non-CPA monthly financial reports for June, July, August and September