

**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  
Donna Haynes  
Daniel LeBlanc  
Beth Monroe-Howe  
Martin Polignone  
Andrea Shapiro

**Minutes**

**March 8, 2018 Meeting – 6:15pm**

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

Trustees present: Mary Cassesso, Lisa Davidson, Ben Ewen-Campen, Mike Feloney, Donna Haynes  
Andrea Shapiro

Trustees not present: Danny LeBlanc, Beth Monroe-Howe, Martin Polignone

Staff attending: Heidi Burbidge, City of Somerville Housing Division

Meeting started at 6:15pm with Mary Cassesso serving as chair.

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

Trustees reviewed Meeting Minutes of the February 8, 2018 Trust meeting drafted by Heidi Burbidge. One item for correction was noted regarding the time a board member left the meeting. Ben Ewen-Campen introduced a **motion** to approve the corrected February 8, 2018 meeting minutes with that correction to be made, which was seconded. The motion PASSED, 6-0.

**2. Communications**

CPC vote to recommend bonding in support of 100 Homes Initiative

- Heidi related that the CPC recommendation may appear on the March 22<sup>nd</sup> BOA meeting agenda, for referral to the Finance Committee and that she will notify Trustees when the next Finance Committee agenda is confirmed.

BOA schedule to approve FY18 CPA Community Housing appropriation

- Heidi updated Trustees that the CPA appropriation of \$1,200,402 to Community Housing is on the March 8, 2018 BOA meeting agenda for approval.

100 Homes – pending acquisition

- Heidi reported that the Housing Division had initiated the process to exercise the City's right of first refusal to purchase a 2-unit property at 210 Highland Avenue with an affordable restriction, and that SCC had agreed to serve in the role of designee to purchase the property through the 100 Homes Initiative. Mike Feloney noted that this would preserve an already existing affordability restriction.

### 3. New Business

Financial reports (October, November, and December 2017)

- Heidi presented monthly financial reports for October, November and December 2017. Lisa Davidson introduced a **motion** to accept the financial reports which was seconded by Donna Haynes. The motion PASSED 6-0.

Memo on action needed to adjust vote taken 9/14/17 to commit \$750,000 in FY 17 CPA funds and \$750,000 in Trust funds to the 100 Homes initiative

- Mike shared a memo from staff recommending that the Trust rescind the vote taken on September 14, 2017 to commit \$750,000 in FY 17 CPA funds and \$750,000 in Trust funds to the Somerville Community Corporation, and in its place vote to commit \$731,608 in FY 17 CPA funds and \$750,000 in Trust funds to the Somerville Community Corporation to support ongoing building acquisitions for the creation of 100 Homes affordable units. This change will reconcile CPA commitments with the amount of funds currently available.

Ben Ewen-Campen introduced a **motion** to rescind the vote taken on September 14, 2017 to commit \$750,000 in FY 17 CPA funds and \$750,000 in Trust funds to the Somerville Community Corporation, and in its place vote to commit \$731,608 in FY 17 CPA funds and \$750,000 in Trust funds to the Somerville Community Corporation to support ongoing building acquisitions for the creation of 100 Homes affordable units. The motion was seconded by Donna Haynes and PASSED 6-0.

*Ben Ewen-Campen left the meeting at 6:40pm.*

### 4. Unfinished Business

FY18 CPA Request for Information/Funding opportunity

- In response to a request that was made at the February 8<sup>th</sup> Trust meeting, Heidi shared details about when the Trust should provide the CPC with information about affordable housing proposals to be expected: as background, CPC decisions on FY18 funding for Open Space and Historic Preservation projects are scheduled for their meeting on March 28<sup>th</sup>. These project requests exceed available undesignated funds by \$1.5 million. Trustees had indicated at a previous Trust meeting that for this reason, no request by the Trust for FY18 undesignated funds would be made.

Heidi noted that the CPC is shifting its application cycle to earlier in the year going forward which will mean that they will do a second round to allocate undesignated CPA funds in calendar year 2018. If the Trust determines that there are projects moving forward that need undesignated funds the CPC should be informed before October/November.

Andrea Shapiro requested that upcoming meeting agendas include the Trust audit, the request to the DOR for clarification of eligible uses, and the Trust Annual Report.

### 5. Adjournment

The meeting adjourned at 7:15pm with a motion to adjourn adopted unanimously.

*Next meeting date* – The next meeting will be held Thursday April 12<sup>th</sup> at 6:15pm.

Documents distributed:

- February 8, 2018 meeting minutes
- October, November, December 2017 Non-CPA Trust financial reports
- Memo from staff regarding 100 Homes votes