

**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**  
**September 12, 2019 Meeting – 6:15pm**  
Somerville City Hall 3<sup>rd</sup> Floor Conference Room  
93 Highland Avenue, Somerville, MA 02143

Trustees present: Mike Feloney, Kathryn Gallant, Donna Haynes, Andrea Shapiro, Brielle Short, Jessica Turner

Trustees not present: Mary Cassesso, Ben Ewen-Campen

Staff attending: Heidi Burbidge, OSPCD Housing Division

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

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

- Trustees reviewed draft minutes of the July 11, 2019 Trust meeting that Heidi Burbidge had drafted. A **motion** was introduced to approve the July 11, 2019 meeting minutes which was seconded and PASSED, 6-0.

**2. Communications**

- Trustee reappointments and vacancy status-  
Heidi reported that one applicant had submitted an application for the vacant Trust position for a representative of a non-profit organization and that the Appointments Advisory Committee was scheduling to hold an interview with them. There had been no other applicants.

Jessica asked whether Trustees decide who to appoint to the Trust and if not, whether an individual Trustee can give input about the decision. Heidi explained that Trustees do not decide who is appointed. Like when Jessica applied to serve, applicants meet with a committee made up of Somerville residents who interview applicants and make a recommendation to the Mayor and City Council which has final approval. A Trustee can decide to comment on an applicant being considered. Andrea Shapiro noted that the practice of Trustees has been to work with appointed colleagues to address the purpose of the Trust.

- Clarendon Hill – update on project status-  
Katie Gallant reported that a community meeting had been held the previous evening on the Clarendon Hill project and that Housing Authority staff had stated that there was a good response from tenants there about recent progress. Jessica noted that more than 40 people attended the meeting; that a small number of community members expressed concern about one-way streets, traffic and parking. Katie noted that the project team was also reengaging

with tenants about relocation options. She said that there were now 40 vacancies at the site that did not exist when the original relocation plan was created.

- Transfer fee legislation update-

Heidi shared information from Hannah Carrillo, the Sustainable Neighborhoods Initiative Coordinator. There had been a hearing on September 10<sup>th</sup> before the Joint Committee for Municipal and Regional Government on Representative Connolly's enabling transfer fee legislation (H1769). Representatives from Arlington, Boston, Brookline, Cambridge, Lynn, Somerville and Watertown, as well as elected officials from Boston, Cambridge, Somerville and Watertown provided testimony.

On September 11<sup>th</sup> members of a transfer fee working group met with legislators who have filed other transfer fee bills to work on a basic bill that everyone can support. Representatives Connolly, Provost, Barber and Fernandes were present, with an aide from Rep. Malia and Senator Comerford in attendance as well. The working group plans to hold a press conference to generate more public awareness in an effort to grow the coalition.

- MA House Bill H1655 to provide prevailing wage exemptions for MAHTs-

Heidi shared information about a request from the Natick Affordable Housing Trust for support for legislation to provide exemptions from prevailing wage requirements.

- Transmission of quarterly updates to City Council for 1<sup>st</sup> and 2<sup>nd</sup> quarters of 2019-

Heidi reported that she had submitted quarterly updates of Trust activities for 1<sup>st</sup> and 2<sup>nd</sup> quarters of 2019 to the City Council and that the reports were conveyed on behalf of the Trust as an agenda item at the August 22<sup>nd</sup> City Council meeting. Copies of the reports were distributed in the Trust meeting packages.

- Transmission of annual CP-3 Report for MA Department of Revenue for CPA expenditures-

Heidi reported that she had submitted data related to all FY19 Trust commitments of Community Preservation Act (CPA) funds to CPA staff. She noted that she would share the report with Trustees once CPA staff had finalized the report to submit to the MA Department of Revenue.

### 3. Ongoing/Unfinished Business

- 24-28 Mt. Pleasant Street -

Heidi reviewed information previously provided to Trustees in July 2019, when Somerville Community Corporation (SCC) had informed Housing staff that they had not been invited by DHCD to submit a full application for Community Scale funding to develop 24-28 Mt. Pleasant Street. SCC subsequently relinquished site control and no longer had the property under agreement. Accordingly a vote was needed to rescind the \$1,820,000 of CPA funds that the Trust committed in April and May to purchase the property. Mike noted that staff from DHCD had first encouraged SCC to prepare the application but that the per unit cost for the project was higher than other projects that had been proposed and DHCD ultimately applied the funding elsewhere.

Donna Haynes made a **motion** to rescind a total of \$1,820,000 that had been committed on April 11, 2019 and May 9, 2019 to SCC for the 24-28 Mt. Pleasant Street project. The motion was seconded by Jessica Turner and PASSED, 6-0.

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

Mike noted that the proposal to increase the range of programs that could be supported by the Affordable Housing Trust through a Home Rule Petition had been submitted to the Mayor's office for consideration by the City Council. It was noted that Ben Ewen-Campen had expressed his willingness to help move this along.

- Trust contracts status-  
Heidi noted that there were four Trust contracts routing and that temporary housing counsel services had been secured during a leave of absence by permanent staff to facilitate continued work on items needing legal review.

#### 4. New Business

- Request from SCC for 100 Homes Pilot Phase Additional Funding-  
Mike reported that a new request had been received from SCC for \$103,880 for additional interest charges on 100 Homes bridge loans. Mike noted that the request had been discussed with SCC and reviewed internally.

Andrea asked if SCC had been underestimating the time it takes to get from an acquisition closing to a permanent closing. Mike noted that this could be a factor among several, and that now that multiple 100 Homes closings have taken place there is a better sense of the timing required. Mike noted that when projects are proposed, due diligence by SCC, the lenders and the City is necessary to scrutinize the amount of expected carrying costs.

Katie Gallant made a **motion** to approve the \$103,880 to cover additional carrying costs of the bridge loan for 100 Homes properties at 72 Marshall Street, 355 Broadway and 11 Austin Street. The motion was seconded and PASSED 6-0.

*At 7:35pm Brielle Short recused herself and left the meeting.*

- HOME-funded PASS Program Request from SHC-  
Heidi Burbidge distributed a request from the Somerville Homeless Coalition (SHC) for \$44,928 of Trust funds to support costs associated with administering the Preservation and Stabilization Services (PASS) Program. She noted that the PASS program provides 24 months of rent subsidies to eligible applicants at risk of homelessness. Participants who receive this rental assistance also receive ongoing case management and participate in an individual service plan to stabilize their housing. Annual progress reporting shows that participants have been stabilized during the program, and new housing has been found for most participants. Other outcomes have included increased income and better employment.

Heidi distributed a memo to Trustees recommending that the Trust vote to support the request from SHC to pay administrative expenses for the PASS Program to be used in conjunction with HOME funds providing tenant-based rental subsidies to approximately 6 households.

Donna Haynes made a **motion** that the Trust provide \$44,928 of Trust funds to Somerville Homeless Coalition to support administrative costs for the Preservation and Stabilization Services (PASS) Program. Katie Gallant seconded the motion which PASSED 5-0-1.

*At 7:40pm Brielle Short reentered the meeting.*

- Request to consider meeting start time-  
Mike noted that a new recurring family commitment would present a conflict for him on at least some Thursday evenings. He asked if an earlier start time might work for others. Donna

said that she would be unable to meet at 4pm on a regular basis. Andrea said that she was amenable to an earlier start time; her main priority is to have a consistent time and day. Others said they could meet at 4pm. Heidi said that she would talk to Trustees who were not present to find out their availability.

- Monthly CPA financial reports for May, June and July-
  - Monthly non-CPA financial reports for June and July-
- Due to the meeting going overtime, review of monthly financial reports was deferred to the next meeting.

A **motion** was made to adjourn which was seconded and PASSED, 6-0.

*Next meeting date – The next meeting date will be Thursday, October 10, 2019 at 6:15pm in the Somerville City Hall 3<sup>rd</sup> floor conference room.*

Documents distributed:

- Draft July Trust meeting minutes
- Email from Natick AHTF regarding MA prevailing wages
- Trust quarterly updates to City Council for 1<sup>st</sup> and 2<sup>nd</sup> quarters of 2019
- Letter from Heidi Burbidge to Scott Hayman dated August 21, 2019 regarding 24-28 Mt. Pleasant Street
- Request from SCC updated 9/12/19 regarding \$103,880 request to address additional shortfall in funding of Pilot Phase of 100 Homes
- Memo from Heidi Burbidge to Trustees dated September 12, 2019 regarding HOME-funded PASS program request from SHC
- Request from SHC dated August 15, 2019 regarding HOME-funded PASS program
- Monthly CPA financial reports for May, June and July
- Monthly non-CPA financial reports for June and July