

**CITY OF SOMERVILLE, MASSACHUSETTS  
SOMERVILLE AFFORDABLE HOUSING TRUST FUND**

*JOSEPH A. CURTATONE  
MAYOR*

*Mary Cassesso, Managing Trustee*

*Trustees*

Dana LeWinter  
Donna Haynes  
Beth Munroe-Howe  
Daniel LeBlanc  
Eleanor Rances  
Andrea Shapiro  
Mark Niedergang

**Minutes  
January 9, 2014 Meeting – 6:15 PM**

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

Trustees Present: Mary, Daniel, Dana, Beth, Eleanor, Andrea, Tony and Mark  
Trustees Absent: Donna

The meeting began at 6:15 PM. Andrea chaired.

1. Review of the November 25, 2013 and December 11, 2013 Meeting Minutes.

With a motion from Danny, and a second from Eleanor, the Trust VOTED 5-0 to approve the November Meeting minutes.

Mary arrived after this vote.

With a motion from Dana, and a second from Andrea, the Trust VOTED 6-0 to approve the December Meeting minutes.

2. Financial Review

Tony stopped in to say good bye to the Trustees and that Mark Niedergang would now be sitting on the Trust.

The Trust started the review of the July Financial Statement and then Mark Niedergang joined the meeting. The Trust continued with a review of the August and September Statements as well.

With a motion from Danny, and a second from Mary, the Trust VOTED 7-0 to approve the financial statements.

2. Break for introductions and welcome to Mark Niedergang
3. Review of Proposals for the Strategic Visioning Consultants

The Trustees asked what questions had been asked, if any, on the RFP. Danny and Andrea knew two of the candidates and Dana was also familiar with one of them. It was noted Ann has applied to be a consultant on Strategic Visioning for the Trust before. Jennifer Goldson and her partner Rebecca Plaut Mautner and Ann Silverman all came in at \$100/hour and Jennifer Gilbert came in at \$150/hour. The Trustees decided to put the highest bid aside from Jennifer Gilbert and next discussed the remaining two candidates. While trustees noted it's a small project and there is a cost to the applicants to take time to meet us in advance of a decision, they ultimately decided to would be helpful to meet both final candidates and then decide. The Trustees would like to hear them present their approach for 10 minutes and then use the remaining 20 minutes for discussion and questions.

Mark Nidergang then left for the BOA meeting.

4. Closing Cost Policy Discussion – 3 situations in which the City might want to come to the Trust for closing cost assistance help where the household is at or below 80% AMI.

The Trust discussed their mandate to serve those between 81% AMI up to 110% AMI with the Closing Cost Assistance. On a preliminary discussion, the Trust felt uncomfortable with approaching on a case by case basis. A possibility could be to give the Housing Division specific authority on case at or below 80% AMI. Another possibility could be to set a cap of funds that could be accessed for closing cost assistance each year for the 80% AMI and below population that fall within the three policy considerations. The Trust tabled further discussion until the next meeting.

5. Announcements  
SCC Annual Dinner Jan 29<sup>th</sup>  
Homeownership development money will be available at the state level this year  
Revisit the Trust meeting nights?
6. Adjournment: The meeting adjourned at 7:30 PM.

The next meeting will be Thursday 3/13 at 6:15pm.

