



NATICK AFFORDABLE HOUSING TRUST FUND

**Open Meeting Minutes
Tuesday January 10, 2023, 7:00 pm
Virtual / Zoom Meeting**

Present	NAHTF	V1 Reimburse ments	V2 Mr. Ramachandr an Chair of Trust	V3 Mr. Kramer Vice-Chair of Trust	V4 Ms. McGuire Clerk of Trust	V5 Meetin g Adjourn	V6 Executi ve Sessio n
X	Randy Johnson, Chair	Y	Y	Y	Y	Y	Y
X	Ganesh Ramachandran, Vice-Chair	Y	Y	Y	Y	Y	Y
X	Glenn Kramer	Y	Y	Y	Y	Y	Y
X	David Fishman	Y	Y	Y	Y	Y	Y
X	Greg Bazaz	Y	Y	Y	Y	Y	Y
X	Mary McGuire	Y	Y	Y	Y	Y	Y
X	Gonzalo Puigbo	Y	Y	Y	Y	Y	Y
Absent	Jay Ball						
X	Kathryn Coughlin	Y	Y	Y	Y	Y	Y

(Y = Yea; N = Nay; A = Abstain)

Also in attendance: Brad Coyman- 6 Auburn St., Natick resident

OPEN SESSION

- 1) Call to Order : **7:04pm**
- 2) Public Speak

Any individual may raise an issue that is not included on the agenda and it will be taken under advisement by the Board. There will be no opportunity for debate during this portion of the meeting. Any individual addressing the Board during this section of the agenda shall be limited to five minutes. Additionally, it is the Trust's policy that all virtual attendees identify by an accurate full name, as opposed to a phone number or name of another individual.

- 3) Main Discussion Topics:
 - a) Strategic Planning Session- Prewrite due 1/16
 - i) In person, at the library
 - ii) Afterwards, invite former members, including Helen Johnson, Michael Hickey, Alyssa Springer, and Laura Duncan.
 - b) Update from G.Kramer on Declaration of Trust document
 - i) Mr. Kramer is working on the updates and should be completed in the next two weeks.
 - c) Auburn St Update
 - i) Mr. Brad Coyman stated he has read the proposals and looking to hear about updates or changes to plans that have been submitted or any feedback we've gotten.
 - ii) Mr. Johnson said that it is in the middle of the selection process, but we have not gotten feedback about our proposal.
 - iii) The Trust would need to do our own RFP to affordable housing developments whereas the other proposal is from an affordable housing developer, so would be more time efficient.
 - iv) Ms. Coughlin advised that the Select Board will discuss the selection process tomorrow, which applicants to ask back, and set a date for evaluations to be submitted to the vice chair, Mr. Michael Hickey.
- 4) Standing Items
 - a) Budget Update – Brodie Thomas
 - i) Ms. Brodie advised the Trust has spent, to date, just shy of \$18,000 of \$80,000 town appropriation.
 - ii) \$8,300 invoice submitted by Natick Service Council for rental assistance.
 - iii) \$275,000 in Trust checking bank account.
- 5) Brief Updates
 - a) CPA Update:

- i) Mr. Ramachandran will reach out to the Select Board to broach the topic of next steps and offer assistance in drafting bylaws based on templates offered by the state-wide coalition.
- ii) Ms. Coughlin will email Mr. Jamie Errickson and copy Mr. Ramachandran.

6) Other Items

- a) Meeting Dates in 2023 – reviewed by the members.
 - i) Jan 10, 2023
 - ii) Jan 24, 2023 (Strategic Session)
 - iii) Feb 7, 2023
 - iv) Mar 14, 2023
 - v) Apr 11, 2023
 - vi) May 9, 2023
 - vii) Jun 13, 2023
 - viii) Jul 11, 2023
 - ix) Aug 8, 2023
 - x) Sep 12, 2023
 - xi) Oct 10, 2023
 - xii) Nov 14, 2023
 - xiii) Dec 12, 2023
- b) Review and approval of minutes from Dec 13, 2022
 - i) Executive session meetings should be separated from regular session minutes.
 - ii) Postpone the minutes vote to next month
- c) Trust member reimbursements
 - i) MOTION: Mr. Kramer moves to approve Ms. McGuire's request for reimbursement for food for strategic planning meeting. Second by Mr. Ramachandran.
 - ii) Roll Call vote #1: 8-0-0.
- d) Annual report:
 - i) Mr. Kramer submitted some edits and recommendations.
 - ii) Mr. Ramachandran suggested subheadings for organization.
 - iii) Mr. Johnson will send a next draft for comments before submission.
 - iv) Draft 2022 Annual Report attached below.
- e) Trust Membership
 - i) Ms. Coughlin will email Planning Board to ask about their designee nomination.
- f) Election of Officers
 - i) MOTION: Mr. Kramer moves to nominate Mr. Ramachandran to be Chair of the Affordable Housing Trust Fund. Ms. Coughlin seconds.
 - ii) Roll Call vote #2: 8-0-0
 - iii) MOTION: Mr. Ramachandran moves to nominate Mr. Kramer to be

- Vice-Chair of the Affordable Housing Trust Fund. Ms. Coughlin seconds.
- iv) Roll Call vote #3: 8-0-0
 - v) MOTION: Mr. Kramer nominates Ms. McGuire to be Clerk of the Affordable Housing Trust Fund Mr. Baza seconds.
 - vi) Roll Call vote #4: 8-0-0
 - vii) New Slate of officers to start next meeting.
- g) Trust organization – subcommittees
- i) Mr. Ramachandran thinks this would be a good way to be productive and have shorter meetings
 - ii) Mr. Puigbo thought this is a good way to recruit community members to participate in Trust work and recruit new members.
 - iii) Ms. Coughlin advised that subcommittees with no more than 3 members of the Trust would not need to be posted/minutes under Open Meeting Rules.
 - iv) Draft memo attached below.
- h) Future agenda items:
- i) 246 N. Main St.
 - ii) 69R Bacon St.
 - iii) Springtime warrant articles
 - iv) Subcommittee discussion
 - v) Transition to new chair
- i) MOTION: Ms. Coughlin moves to adjourn the meeting at 7:58pm. Mr. Bazaz second.
- j) Roll Call vote #5: 8-0-0
- k) MOTION: Mr. Puigbo moves to enter Executive Session pursuant to MGL c. 30A, Section 21 (a)(6) at 7:59pm. Mr. Ramachandran seconds.
- l) Roll Call vote #6: 8-0-0

11/11/11

To: DDD,DDA,
Trust Members
Kieran Linton
Gillie Graham
Eddie Thomas
Susan Crossley
Jennifer Ballston
Bill Farmer
Cathleen O'Donnell
From: Andy Johnson
Re: Trust "Action Plan" format

For discussion at the Tuesday, Dec 11, meeting -

Concept to have a framework for Trust activity outside of the monthly meetings. Includes out of office and Gillie is possible, as well as other non monthly events.

Each subcommittee has no fewer than two members. Any meeting would be subject to open meeting regulations.

Possible Report Lines:

- A. Production
 - 1. Education Street
 - 2. Veterans - PM, Parks and Public Works sites
 - 3. Land Search
 - 4. V. Park Street
- B. Policy
 - 1. Training, esp. DDD Community
 - 2. Capital Development, Planning Board Liaison
 - 3. Housing Authority
 - 4. Select Board / Town Meeting
- C. Programs
 - 1. Emergency Shelter
 - 2. Rental Assistance
 - 3. Compliance
 - 4. Public Relations - Press Releases / Promotion
- D. Funding / Budget
 - 1. DDD
 - 2. Conservation
 - 3. Other

End of Email

**Natick Affordable Housing Trust
(NAHT or the 'Trust')**

2011 Annual Report

Letter of Introduction Report
(2011) Update

Trust Membership During 2011:

- Jay Ball
- William Coughlin
- Greg Davis
- David Fishman
- Michael Fickey (resigned in 2011)
- Walter Johnson (resigned in 2011)
- Franky Johnson
- Glenn Kushner
- Gary MacGwire
- Conrad Polgár
- Garrett Richardson

The Natick Affordable Housing Trust was formed in February, 2011 through Town Meeting under Massachusetts General Law Chapter 44A, Section 13C. The Trust's mission is to provide for the creation and preservation of affordable housing in the Town of Natick for the benefit of low and moderate income individuals and families.

NAHT meetings are held each month. In 2011, the Trust passed an Amendment to the Declaration of Trust to allow up to eleven members. At the end of 2011, there were nine members. An effort has been made to the Planning Board for a number of that entity to join the Trust.

A list of 2011 activities of the Trust included:

- Continuation of 44A(1)(b)-related Rental Assistance program with Natick Service Council.
- Town Meeting approval of the transfer of custody of a fee-title property on North Main Street from the Treasurer to the Select Board for the purpose of affordable housing. The Trust determined that the Town currently has clear title of the property.
- On-going management of the Bacon Street duplex.
- Analysis, advocacy, and support of zoning bylaw changes to encourage the development of affordable housing.
- Continued funding of the Emergency Housing Voucher Program, with administration of the program by the NAHT.