

**NATICK AFFORDABLE HOUSING TRUST FUND
AND
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE**

**Natick Town Hall – School Committee Room
Tuesday, December 5, 2019; 7:00 p.m.**

This was a joint meeting of the Natick Affordable Housing Trust Fund and the Natick Community Development Advisory Committee. Randy Johnson called the NAHTF to order at 7:15 p.m. with quorum of the committee present; Susan Salamoff called the CDAC to order at 7:15 p.m. with a quorum of the CDAC committee present.

Present	NAHTF	CDAC
X	Jay Ball	
X	Laura Duncan	Laura Duncan
X	Randy Johnson, Chair	
X	Susan Salamoff	Susan Salamoff, Vice-Chair
X	Alyssa Springer	Alyssa Springer, Chair
X	Ganesh Ramachandran, Vice-Chair	Ganesh Ramachandran
X	Glenn Kramer	
X	Patti Sciarra, Clerk	Patti Sciarra
X	Helen Johnson	
X	Greg Bazaz	

1. 7:00 p.m. - OPEN SESSION

Call to Order

2. Public Speak:

a. Citizen / member concerns: none

3. Major Discussion Item:

a. 299-301 Bacon Street:

i. Property management / occupancy approach / rent structure:

1. Steve Friedman responded to the RFQ and offered to do the work for \$200/month.
2. Jay: If there are major projects, we would pay him separately. Either party can get out of this agreement with 30 days written notice. We can start and renegotiate if necessary.
3. No one else expressed interest in the position.
4. Sue: next year we may have different parameters on how to set up the position.

5. Patti: What are we getting for rent?
 6. Randy: around \$800/\$900 a month. We adjusted because the tenants will pay for their own water. Family Promise also collects a fee for this. We will get a final copy of that for everyone to look at.
 7. Randy: Occupancy still on target for fairly soon. I am out of town for Dec. 21-1, 2019.
- ii. Construction Update:
 1. Plumbing works, walkways are shoveled, appliances are connected, mailboxes are purchased and will be installed.
 2. Mary to reach out and set up HERS inspection.
 3. Jay: We need to schedule a ribbon cutting party before Dec. 20th.
 4. The back patios will be done later. The grading and steps will be done.
 5. The Board of Health inspection for septic passed.
 6. Blue Diamond team has been good, very thorough.
 7. Sue: How will Landscape will be finished?
 8. Not until the spring and there will be donations of plants and labor from Family Promise.
 - iii. Invoice approval and invoice payment process:
 1. Blue Diamond bill \$85,975. They deducted street repaving (\$2,000). Elimination of water service.
 2. Laura: have you checked their work?
Randy: Everyone looks professionally done and board of health inspection went well.
 3. Will need to do tenant education regarding the systems.
 4. MOTION: Patti moves to approve the Blue Diamond invoice.
Alyssa seconds. Unanimous vote by both committees.
- b. Housing Production Plan- Judi Barrett
 - i. No response, she's been paid \$1,200 of the \$10,000.
 - ii. Alyssa to give her a call.
4. Updates:
- a. Veteran's Housing:
 - i. Bill Verner is at the MetroWest Collaborative Annual Meeting tonight.
 - ii. Sue: Town Administrator thinks grading/drop off is a problem for building. As for swapping, the Board of Selectman would need to make the decision.
 - iii. Randy: The building design incorporates the drop off. Bill is on the agenda for Parks and Recs meeting but it was snowed out.
 - b. Condos: No update.
 - c. 246 Main St. and Habitat for Humanity:
 - i. Randy: We have made the request to transfer the property
 - ii. Laura: When Habitat gets property from a town, we like to get town funding as well. Around \$100,000.
 - iii. Randy: We will consider transferring it through the RFP process but we have no funds.
 - iv. What other things do we have? We don't want to deplete our funds but it would be nice to contribute.
 - v. Glenn: It would be smart to leverage our funds to turn it into a unit or two of housing.
 - vi. Patti: We should come up with some money. Most of the Bacon St. bills

- are in. We should have around \$130,000 through June 30, 2020. We may be able to do around \$50,000. After Bacon St, we will do a budget.
- vii. Ganesh: We should have a 5-year strategic plan. 2 hours strategic planning meeting.
 - viii. James Freas, the new director, could help facilitate a discussion.
 - ix. The board authorizes Laura to say there's a strong possibility of the Trust supporting the project at some level. Laura will also tell them that we've requested the transfer of the property.
 - x. Jay: If we do this, the house is owned by whoever puts in the sweat equity. There is an affordable deed restriction, is it counted in SHI? Laura to confirm.
 - xi. Glen to do research on Foster Fercolo lot.
- d. Tax title lots that can potentially be used for Article 97, including Rathburn Rd.
- i. Board of Selectman may want to do the transfer directly to other boards.
- e. Natick Town Meeting Warrant Article 27-Surcharge on home sales:
- i. Jay: Jay, Randy and Patti volunteered to review the videos of the hearings and take notes.
 - ii. Ganesh: We should put this in town discussion pages/social media.
 - iii. Questions raised about transfers to trust, interfamily transfers. We should have a 1-page FAQ for next time.
 - iv. Confusion arose because fin com reviewed a different version. Also, town counsel advised it didn't need to go to the ballot.
 - v. Jay: There are 2 ways to finance this. If it is all of use, vote for the CPA. If it's a few of them, then Article 27.
 - vi. Laura: We could do every home sale at 0.25%.
 - vii. Sue Salamoff suggested at the last meeting that we could present both options. Also, we are dependent on the state passing legislation whereas the CPA already exists. This is a homerule petition change, it has to go through the legislature.
 - viii. Jay: 4 years ago, my wife and I tried to take another try at CPA. The bottom line was there would not be interest in the town.
 - ix. Glenn: our taxes just went up for the middle school and there's an override next March. We try to beat the override and get on the next election.
 - x. Spring town meeting deadline is in Feb. We should decide at the January meeting regarding whether we will pursue CPA.
 - xi. Ganesh is willing to spearhead this issue.
- f. Proposed House Bill H1655 and the Effects of Procurement Law on Affordable Housing: no update.
- g. Metropolitan Area Planning Council (MAPC) Assistance Grant NOFA and Housing Choice Initiative Funding opportunities: no update.
- h. FY2019 federal HOME program update; Annual Action Plan : no update.
- i. Cottage Development By-Law- no update.
- j. Tenant Based Rental Assistance program by the Natick Service Council update: no update.
- k. Prefabricated homes: no update

- I. Hartford St. Presbyterian Church project update: no update.
 - m. NHA Cedar Gardens update: there has been some progress. The study report will give the Trust credit for funding it on the cover sheet.
 - i. NHA has paid Abacus Architects. We need to reimburse \$20,000 to NHA (out of total of \$35,000).
 - ii. MOTION:: Sue moves to reimburse NHA \$20,000 for amounts paid to Abacus Architects. Greg seconds. Unanimous vote by both committees.
- 5. Jay moves to go into executive session at 8:41pm.
 - a. Roll Call Vote to Enter Executive Session: Jay, Laura, Randy, Sue, Alyssa, Ganesh, Glenn, Patti, Helen and Greg.
This portion of the meeting is not open to the public No action.
- 6. Approvals and Future Agenda Items
 - a. Approval of combined NAHTF and CDAC minutes- 10/23/2019 and 11/19/2019:
 - i. Correct spelling of Furcolo. Convened at 7:15pm. Finished around 10pm.
 - ii. MOTION: Patti: Move to approve minutes of 11/19/2019. Helen seconds. Unanimous vote by both committees.
 - iii. 10/23/2019: Mary to re-send to group.
 - b. Trust member reimbursements:
 - i. Jay has a request for reimbursement.
 - c. Mary McGuire's timesheet: already approved.
 - d. Conferences
 - e. Next Meeting Date
 - f. Future agenda items
 - i. Response of town counsel regarding whether Trust can keep funds past fiscal year end.
 - ii. Authorize moneys for hotel vouchers for emergency housing assistance.
 - iii. CPA decision
 - g. NEXT MEETING: Jan 7, 2020.
- 7. MOTION: Helen moves to adjourn the meeting at 9:01. Ganesh seconds. Unanimous vote by both committees.

Blue Diamond Equipment Co.

WATER • SEWER • SITE WORK

EXCAVATING CONTRACTORS

December 5, 2019

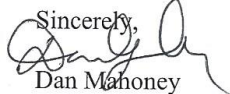
Mr. Randy Johnson, Chair
Natick Affordable Housing Trust
Community Development
13 East Central St, 2nd Floor
Natick, MA 01760
rj@resolutionarchitects.com

RE: Invoice #2 299-301 Bacon St

Work completed since last pay req includes:

Core into house foundation
Install pump chamber tank and pumps
Connect tank to house
Connect pumps to force main
Backfilled to grade
Installed and connected pumps and control/alarm panel
Electrical inspection complete
Board of Health Inspection complete.

Original Contract Amount	\$137,500.00
Change Orders	\$ 50,000.00
Asphalt Credit @\$400/ton	-\$ 2,000.00
New Contract Amount	\$185,500.00
Previous Paid	\$ 95,000.00
Total Due	\$ 90,500.00
Less 5% Retainage	\$ 4,525.00
Total due this invoice.....	\$ 85,975.00

Sincerely,

Dan Mahoney

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