



## Affordable Housing Committee Meeting Minutes

Date: March 2, 2021

Time: 7:00 pm

Location: Remote

**Attendees:** Chairperson, Brian Keating; Clerk, Lora Woodward; Members: Ken Hartlage, John Ladik, Sean McCaffery, Renee D'Argento

**Guests:** Margaret Scarsdale, Selectboard

### 1. Call to Order

7:06pm by Chair, Brian Keating

### 2. Acceptance of Minutes of any previous meetings

Ken Hartlage makes motion to accept the meeting minutes of 2/9/21; Sean McCaffery seconded. Vote was 5-0; Renee D'Argento was not present for the vote. Motion passed.

### 3. Civic Engagement Night AHT Presentation – Renee

- a. April 8<sup>th</sup> – Renee shared a draft presentation during the meeting;
  - i. Title: “Affordable Housing Trust; Creating Housing Diversity in Pepperell”
  - ii. Brian suggested defining diversity: own or rent;
  - iii. Needs to be a sales pitch for why we need an Affordable Housing Trust – we are educating residents – needs to be basic – our goal is to get people to support the Affordable Housing Trust
  - iv. Create a Housing 101 for after Affordable Housing Trust has been created makes sense as a future step
  - v. John shared that the presentation was missing the mark of the Affordable Housing Trust
  - vi. Key talking points: Expand local control; puts us in the driver’s seat; This is the problem; the affordable housing trust is the answer; What does the AHT bring to the table; How is it going to be funded? We need to anticipate questions that will be asked
  - vii. Lora requested another run through of the presentation at the next meeting; and the presentation and notes in advance of the meeting
  - viii. Margaret said that need to stay focused on Affordable Housing Trust as the main piece; the thing that sucks people in is your enthusiasm; really engage people that way; Margaret offered to be a coach in advance of the 23<sup>rd</sup> meeting run through

- b. Margaret Scarsdale shared that Civic Engagement Night presentations are kept to 5-7 minutes with 10 as the max.
- c. Renee will work with Brian on updating the presentation and send it out to the AHC in advance of the next meeting.

#### 4. Updates and progress on AHT Action Plan

- a. AHT Draft warrant Article for Town Meeting agenda
  - i. Brian said that we should specify in the Affordable Housing Trust's Declaration of Trust who will be making up the Affordable Housing Trust board members, including whether there should be representatives of Planning Board, Finance Committee, etc. Sean said that having the structure should be left to the discretion of the Selectboard as it can be hard to fill seats if we are too specific. Ken said that having five members can be difficult to get things done and that seven seats are better.
  - ii. Brian brought up that a full-time staff member helping with CPC and AHT would be very helpful.
  - iii. John confirmed that the warrant is ready to be submitted and Brian is to submit it to Andrew McLean, Town Administrator
  - iv. A discussion of how to make town members aware of the warrant ensued.
- b. Pepperell media presentation – Brian
  - i. Several meetings with Ed Carron; working to get Brian's background audio, photos; five episodes; starts with housing in the US; do a more high level video; 20-25 minute segment: 10-15 minutes would be a video presentation; 10 minutes for a panel; we'll be the experts, plan questions have an audience with softball questions that the committee will answer;
  - ii. Get the videos on cable access on town meeting; Ed can loop it so that it is available
  - iii. Lora suggested consistent messaging on multiple platforms
  - iv. Public education after getting the warrant passed
- c. Goals & Priorities
  - i. 2.10: Inclusionary zoning by-law – Sean
    - 1. We're not responsible for drafting it; that's the Planning Board (PB); come up with a consensus and make a series of recommendations for the bylaw based on the main criteria; Sean to boil down his notes and share them in a future meeting; come up with a consensus of what we think; make a group recommendation for the PB
    - 2. Sean sent a Bylaw check list and considers the following to be core:
      - a. Allow a fee in lieu of a unit that goes to AHT fund
      - b. Even on a small project still have a requirement for Affordable Housing
      - c. Typically just new construction, but would you look at conversions
      - d. How much of a percentage of new units
      - e. Onsite or offsite
      - f. Usually done by deed restriction; all should be permanent
      - g. Monitoring units after they've been deemed affordable

3. Brian brought up allowing multifamily housing in restricted zones; Sean said that would be an internal project; The bylaw is a fence for the people outside it; should be addressed with PB
4. Ken says it is similar to the OSRD bylaw; same could be applied to inclusionary bylaw
  - ii. 5.13: Existing AH resources – Brian - Table
  - iii. 5.2: HPP as AHP Management tool – Discussion - Table
  - iv. 5.3: Multi-Family housing production – Discussion of new economic development law. Brian - Table
  - v. 5.5: AHP partnerships - Table

**5. Next Meeting**

Set for Tuesday, March 23, at 7:00 p.m.

**6. Adjournment**

Motion to adjourn made by Brian Keating; Seconded by Renee D'Argento.  
Voted 6-0; Motion passes unanimously. Meeting adjourned at 7:52 pm.