

AFFORDABLE HOUSING TRUST

Minutes for 06/13/23

Members present: Carl <sup>C</sup>Shulz, Sandy Slavin, Tricia Wurts  
Absent: Heidi Churchill, Missy Dziczek  
Guest: Sara Kiser and Penn Lindsey from the Woodland Cove project  
Steve Beauchemin for Chapel Lane project

Meeting open: 9:04 Meeting Close: 11:30

Sandy slavin will be clerk for this meeting.

Minutes for 6/14/22 and 7/12/22 were both accepted with a vote 3-0-0.  
Minutes from 11/22/22 are not posted on the town's web site, Carl will investigate this.

Carl <sup>C</sup>Shulz will continue as chair with a vote 3-0-0, the clerk position is open.

Reviewed NOFA, grant application and grant program overview documents and updated documents will be available at the next meeting.

Woodland Cove representatives Sara Kiser and Penn Lindsey informed us that Wingate will be the administers of the Woodland Cove housing units. Wingate will manage the rental assistance program. Wingate will determine who qualifies for the rental assistance funds. WAHT funds will be available after the certification of occupancy is issued. Funds will be directly credited to the residence's rent accounts and WAHT will be notified. The lottery for rental units was held for the 56 affordable units. (8 @ 30% ami and 48 @ 60% ami). We discussed to possibility of increasing the rental assistance grant from 50K to 56K to cover residents of all 56 units. Oct 1 is the occupancy target date. Phase 2, another 56 affordable units should be available in Feb/Mar 2024.

Moved to vote to process the funds to Wingate for processing rental payments for the first 50 eligible residents (under 60% ami) with certification of application to rental account as funds are applied and that all units are classified as affordable. Vote 3-0-0.

Steve Beauchemin, 6 Chapel Lane project, has requested 50K for his project. He will submit his request using the existing grant request document.

Unexpected business:

Submit 2 CPA grant requests:

1. 56K for rental assistance for phase 2 of woodland cove
2. 100k for additional funds that are not for any specific project

Vote to adjourn at 11:30 3-0-0

Next meeting 7/11

Sandy Slavin, clerk pro-temp

8/8/23  
accepted  
3-0-0

AFFORDABLE HOUSING TRUST

Minutes for 07/11/23

Members present: Carl Schulz, Sandy Slavin, Tricia Wurts

Absent: Heidi Churchill, Missy Dziczek

Guest: Sara Kiser and Penn Lindsey from the Woodland Cove project  
Steve Beauchemin and Lynn Sweet for Chapel Lane project

Meeting open: 9:00 Meeting Close: 10:30

Sandy Slavin will be clerk for this meeting, vote 3-0-0.

Heidi is a member of Fin Com, Missy has not been reappointed by select board. We now have 3 members.

Final review of NOFA, grant application and grant program overview documents and final updated documents will be available at the next meeting. Signature page will be added to grant application document.

Carl will write the fy23 annual report. Vote 3-0-0

Vote to support the CPA grant request for 150K 3-0-0. We will request time with CPC to discuss yearly funding from estimated revenue.

Woodland Cove representatives Sara Kiser and Penn Lindsey informed us that Wingate will be the administrators of the Woodland Cove housing units. Wingate will manage the rental assistance program. We already approved the 50K for the first 50 units, last meeting we approved the additional 6K for 6 units. Funds will be sent to Wingate escrow account after occupancy permit issued in September. Carl requested woodland cove submit grant requests for the additional 6K for woodland cove and 56K for woodland cove II. Wingate representative to wait will be announced shortly and invited to our sept meeting.

Steve Beauchemin, 6 Chapel Lane project, submitted a grant request for 50K for 6, 3 bedroom units affordable at 80% ami. Affordable deed restriction will be universal deed rider. Local residents will have priority on units.

Vote to adjourn at 10:30 3-0-0

Next meeting 8/8

Sandy Slavin, clerk pro-temp

SSS  
8/8/23  
accepted  
3-0-0