

WAREHAM Affordable Housing Trust

MINUTES OF THE MEETING

Tuesday, December 14, 2021

Place: Room 27

54 Marion Road

Wareham, MA 02571

1. CALL MEETING TO ORDER

The meeting was called to order by Chairperson Munise at 9:08 A.M.

2. ROLL CALL

Members Present: Jim Munise (Chairperson)
Carl Schulz (Clerk)
Missy Dziczek
Sandra Slavin
Heidi Churchill

Members Absent:

Guests: Aaron Shaheen

3. MINUTES TO APPROVE

Minutes for the November 9, 2021 meeting were discussed.

MOTION: Motion made and seconded to approve the minutes for the November 9, 2021 meeting.

VOTE: (5-0-0)

4. DISCUSSION ON FINANCIAL SUPPORT FOR THE LITTLETON DRIVE AFFORDABLE HOUSING PROJECT

Mr. Buckland requested that we defer discussion on this topic until he can attend the meeting.

Application for Affordable Housing Trust Funding

Mr. Munise requested information about the form that needs to be submitted for individuals seeking assistance. Ms. Slavin confirmed that she had sent the form which needs to be filled out.

During further discussion it was asked if the Form requested information from the applicant as to whether they are seeking information from other agencies. Ms. Slavin confirmed that the Form requested information about other funding sources.

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The Trust discussed awareness, availability, and access to the Form. It was believed that the Form was posted on the website. ***Existence of the Form on the website was not confirmed during the meeting.***

ACTION: Have the Application posted on the website.

The Trust discussed the concern about providing funding to the Littleton Dr. project just to have the applicant turn around and use the funding to payback the WRA. Unfortunately, the WAHT does not have any ability to restrict the uses of the funds ... once it is in the applicant's budget sources and uses of funds become opaque (dollars are fungible).

The Trust discussed the criteria for reviewing and approving (or denying) an application. The criteria are included in the Affordable Housing Trust policy. Further, it was noted that the scope of the Trust was defined when it was created at Town Meeting (see Article 23 of the April 2006 Town Meeting). Further see MGL Chapter 44 section 55c.

Specific to the Littleton Dr. project it was requested to confirm that the Town had completed the transfer of the Property. The Trust was uncertain of the status.

On a related topic the Trust requested information about the status of the change to the WRA that was authorized during Town meeting.

The Trust discussed the funds available:

- We have \$60,000 left over from the CPA what has been earmarked for Dakota Partners (Woodland Cove) Rental assistance. (The forms and process for this have not been developed).
- At the end of FY21 the Trust has a balance of \$137,712.89.

5. REVIEW 2021 HOUSING PRODUCTION PLAN

Member of the Trust did not have access to the latest document.

Mr. Shaheen summarized the updates that had been made:

- A Table of Contents (TOC) was added.
- Minor edits and document clean-up.

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The Trust discussed ownership and maintenance of the document. It was thought that it had originally been prepared for the Town as a whole and not a specific board. Its location on the web is not know / is unclear. It was suggested that a search for FXM (the consultant who organized / assimilated various document and prepared the Housing Needs and Assessment) might lead to a copy.

It was felt that the WAHT should be the “owner” of the document and responsible for the document.

The document needs to be maintained. It has been expired for several years.

6. SETTLERS GLEN

The Trust discussed the impact of the ZBoA voting down the request to change the units to rental status. The effect is to bring the count back to (5) affordable units.

7. SPRING TOWN MEETING

The WAHT has tried multiple times to submit a Funding By-Law to the warrant. This has been repeatedly blocked by the Select Board. The Trust discussed what should be done to resubmit the article for the 2022 Spring Town meeting.

The Trust discussed hiring a part-time administrator to keep track of the statistics.

- Need a job description before filling the position.
- Heidi has reached out to town in the past and thinks that Bourne may have a job description.

The WAHT needs a consistent source of funds. This could be used to support the administrator.

8. WOODLAND COVE

The Trust discussed the need to develop the processes and procedures for managing and administering the rental assistance program.

Refer to: Notes in the minutes from the February 11, 2020 meeting about

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9. GENERAL DISCUSSION

Members of the Trust discussed the impact of condo fees on owners of affordable units. It was noted that even though a unit was designated as affordable that additional burden of the fees often made it impossible the owners to stay in the unit.

10. ADJOURNMENT

MOTION: Motion made and seconded to adjourn the meeting at 10:11 am.

VOTE: (4-0-0)

11. NEXT MEETING

Tuesday, January 11, 2022

Place: Room 27

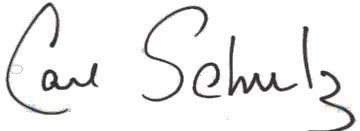
54 Marion Road

Wareham, MA 02571

Date Signed

By Carl Schulz, Apr 5, 2022 at 09:00

Date signed: _____



Attest: _____

Clerk Wareham Affordable Housing Trust

Date Submitted

By Carl Schulz, Apr 5, 2022 at 09:01

Date copy sent to Town Clerk: _____