

Minutes

Wenham Affordable Housing Trust
Wednesday, May 25, 2016
7pm Wenham Town Hall

Present: Joshua Anderson, Marty Cooke, Catherine Harrison, Michelle Bailey, Jamie White, Rick Woodland

The meeting was called to order at 7:08pm.

- 1.) Acceptance of the Minutes. The minutes of the April 20, 2016 meeting were approved by a vote of 5-0.
- 2.) The new fund balance reports were submitted with a total balance of \$871,358.72
- 3.) The current inventory of affordable housing in Wenham report has not been located. Catherine Harrison to pursue.
- 4.) The Friend Court LLC has a fund balance of \$6,743.01 and the security deposit account a balance of \$1,102.50. Joshua Anderson reports the ceiling work has been completed and is acceptable.
- 5.) Boulder Lane – no update
- 6.) Maple Woods – Joshua Anderson reports a reminder to the Trustees and the public that the project's Affordable Housing units are no longer counted for 40B purposes one year from the issue date of the Comprehensive Permit.
- 7.) Spring Hill Farm Subdivision – no update
- 8.) Lakeview property – Mr. Anderson indicate that he emailed the Affordable Trust's opinion to the interim town planner requesting the developer build unit and not contribute monies to the town's Affordable Trust account.
- 9.) Affordable Housing Action Plan – Consultant engagement. Catherine Harrison reported the scope of the Request for Proposal (RFP) has been limited to a Housing Needs Analysis and the appropriate RFP and is presented to the Affordable Housing Trust during the meeting. The Trust recommended to make any administrative changes to the RFP and submit to the Selectmen. Ms. Harrison will request the RFP be placed on the agenda of the next Selectmen's meeting June 14th. A motion to accept the RFP and submit same to the Selectmen was approved 6 to 0.
- 10.) Noah Hano of 93 Pleasant Street presented ideas on turning his property at 3 South Street in Wenham into affordable housing. The Trust referred Mr. Hano to the appropriate State agencies and publications as resources to understand the possibilities for the property and could act as a referral source for further direction. Given his desire to move quickly to see if the property would be suitable as affordable housing, it was recommended that Mr. Hano provide a proposal to the Trust the next scheduled meeting June 15th.
- 11.) By Trust by-laws it was deemed that with the current absence of Jennifer Forsey, she has been removed from the Trust and her position is open to be filled.
- 12.) A motion to adjourn was seconded and unanimously passed at 8:31pm.

List of Attached Documents

- Ledger History – Allocated Trial Balance – General Ledger – FY2016 – 7/1/2015 – 6/30/2016
- Ledger History – Detail – Revenue Ledger – FY2016 – 7/1/2015 – 6/30/2016
- Ledger History – Allocated Trial Balance – General Ledger – FY2016 – 7/1/2015 – 6/30/2016
- Ledger History – Detail – Revenue Ledger – FY2016 – 7/1/2015 – 6/30/2016
- Ledger History – Allocated Trial Balance – General Ledger – FY2016 – 7/1/2015 – 6/30/2016
- Town of Wenham – Authorization to transfer affordable housing responsibilities
- Town of Wenham, Board of Selectmen – Meeting Minutes – 11/3/2009
- Salem Five – Account Statement #0880950027 – WAHT Friend Court LLC – 3/31/2016 – 4/30/2016
- Salem Five – Account Statement #07980590469 – WHAT Friend Court Escrow – 3/31 – 4/30/2016
- WHAT, Housing Needs Analysis RFP Draft
- Email from Rick Woodland – 5/20/2016 requesting item to be placed on agenda, RFP

Respectfully Submitted

Frederick S. Woodland, Jr.

June 15, 2016