



TOWN OF MEDFIELD

Office of the

AFFORDABLE HOUSING TRUST

MEETING OF:
May 6, 2021
MINUTES

Members Present: Jim Brand, Chair; Greg Sandomirsky; Kerry McCormack; Michael Marcucci, Newton Thompson, Brett Heyman

Members Absent: Ann Thompson

Staff Present: Sarah Raposa, Town Planner

Others Present: John Harney, Bill Massaro, Alexis Smith, Nathan Bazinet

Location: Virtual Meeting via Zoom

At approximately 7:33 pm, Chairman James Brand called the meeting to order and announced the meeting is being recorded. Chair Brand read the following:

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Medfield Affordable Housing Trust is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to listen to/view this meeting while in progress may do so by following the instructions on the agenda and meeting notice.

Regional Housing Services Office, Alexis Smith, MAPC - Ms. Raposa introduced the guest speaker, Alexis Smith. Ms. Smith began her presentation. She is the senior planner at MAPC, which is the regional planning agency for the greater Boston area. This Shared Housing Services Office (SHSO) would be a collaboration between small towns in the region that do not have the time, capacity, or the staffing to focus on housing issues. Housing regulations in Massachusetts can be quite complicated, and require a very high level of expertise. This poses a challenge for towns that only have part time planning staff or few planning staff, since they do not have time to dive into these issues. Ten years ago, because of this issue, towns in the MetroWest area came together and decided to pool their resources, so they would not need to hire a full time town planner, but they would benefit off of each other's expertise. There are now three SHSOs in existence in eastern Massachusetts. SHSOs are governed by an inter-municipal agreement, which is a formal structure set out by Massachusetts general law. It is entered into by the select boards of each participating town. The agreement defines the scope of services, fee structure, lead town and member towns, staffing structure, and oversight. SHSOs can monitor and maintain the Subsidized Housing Inventory. This has been helpful because towns (especially those with varied types of units in their inventory) have found that subsidized units have fallen off their inventory. This is because towns may not have the knowledge to perform the annual recertification, monitoring, and to make sure that the units

stay affordable. To help with this issue, SHSOs can help to designate someone to fill out the inventory, find lost units, conduct the compliance and recertification, and oversee resales and refinances. SHSOs can also manage programs, support development projects, staff local boards and commissions, make a regional website, create an interested buyer/seller list, and more. However, SHSOs cannot produce housing, and they do not do extensive planning or projects for free. The cost of an SHSO varies depending on the characteristics of the SHI, the services offered, and the fees are proportional based on hours used by each town. Costs are broken down into more detail in the memo that Ms. Raposa sent for this meeting. Ms. Smith then outlined some of the ways that they are preparing for this SHSO. They performed best practices research, they are determining town participation, and doing a housing services assessment. This summer they will try to model the budget and the service. From summer to fall, they will work on creating a governance structure. In the fall, they will send a staffing RFP, and the SHSO will be established in 2022. Ms. Smith then asked if board members had any questions. There was additional questions/points of clarification from the members. The AHT thanked Ms. Smith and she exited the meeting.

ATM Prep –

Ms. Raposa summarized the revised language for Hinkley South and said that the developer, Bob Borelli, will hold a neighborhood meeting on Sunday, May 16th at 4:00 PM at the parking lot of the senior center. Mr. Borelli is getting started with his LIP process. If this passes at the town meeting, the Planning Board will approve a new ANR plan and then the Board of Selectmen can continue their negotiations and the project will go through the LIP process.

Housing Production Plan and Action Plan Update –

Review Proposals and references - The town has two consultant proposals for their Housing Production Plan. One is from Community Opportunities Group (COG), which Medfield has worked with in the past, and the other was from JM Goldson. The Committee members agreed that both proposals ranked high and were very similar in terms of cost, schedule, and expertise but felt that based on references and the benefits of bringing in a fresh perspective, JM Goldson edges out COG.

Select Consultant - Mr. Marcucci made a motion to recommend to the Selectmen that they award the RFP to JM Goldson. Seconded by Mr. Thompson. Jim Brand = yes; Greg Sandomirsky = yes; Newton Thompson = yes; Brett Heyman = yes; Michael Marcucci = yes; Kerry McCormack = yes. The Vote: 6-0

Committee updates (as needed) – Chairman Jim Brand asked if anyone had any new information and updates. Medfield Housing Authority – Mr. Sandomirsky said that he has secondhand information about the Housing Authority. This is all secondhand information. It is his understanding that at the next meeting, which will be May 11 in the evening, there will be a detailed discussion presentation of an RFP they have been working on. At their prior meeting in April, a definitive draft was being circulated that had been reviewed by the state, and the DHCD had already provided input and counsel to the Housing Authority. It is his understanding that the Executive Director had a meeting in which there were discussions about creating a general type of group home. There have also been discussions about the need for a food bank or food pantry in town.

Colangelo Lot /Group Homes - Chairman Jim Brand asked if Mr. Thompson or Mr. McCormack had any news. Mr. Thompson gave updates on the Harding Street property owned by Don Colangelo. Ms. Raposa had shared with Suzanne Sino the name and contact information of Don Colangelo, and asked if Ms. Sino would be interested in the property. Mr. Colangelo spoke with Ms. Sino and she will get back to him soon.

Chairman Jim Brand asked if Mr. Heyman had any updates. Mr. Heyman reiterated that Neuro Restorative is not interested in creating a group home on the property, however, he hopes that there may be another property in Medfield that they would be interested in creating a group home.

Review/Approve Minutes from 3/4/21 & 4/1/21

Mr. Sandomirsky made a motion to approve the minutes of March 4, 2021 with corrections. Seconded by Mr. McCormack. Roll Call Vote: Jim Brand = yes; Greg Sandomirsky = yes; Newton Thompson = yes; Brett Heyman = yes; Michael Marcucci = yes; Kerry McCormack = yes. The Vote: 6-0.

Mr. Heyman made a motion to approve the minutes of April 1, 2021 with corrections. Seconded by Mr. McCormack. Roll Call Vote: Jim Brand = yes; Greg Sandomirsky = yes; Newton Thompson = yes; Brett Heyman = yes; Michael Marcucci = yes; Kerry McCormack = yes. The Vote: 6-0.

Upcoming Meetings: June 3 (summer hiatus: July/Aug), Sept 2, Oct 7, Nov 4, Dec 2

Mr. Marcucci added that he would like to add an item to the agenda for the next AHT meeting. He would like to have a discussion on potentially putting out RFPs to put some of the bond authority that we have to use in encouraging projects such as 67 North Street and 71 North Street. He would like to offer an amount of money tied to the number of units where an affordable deed restriction would be purchased for projects similar to the 67 and 71 North Street apartment projects. He thinks that this would be financially viable and should be consistent with the bond issuance requirements. Needham Bank has expressed interest in financing affordable units. He thinks that this would help to jumpstart some of the smaller projects. Mr. Brand and Mr. Sandomirsky expressed their support for this idea.

Adjournment – Mr. McCormack made a motion to adjourn at 8:47 pm. Seconded by Mr. Marcucci. Roll Call Vote: Jim Brand = yes; Greg Sandomirsky = yes; Newton Thompson = yes; Brett Heyman = yes; Michael Marcucci = yes; Kerry McCormack = yes. The Vote: 6-0.

Respectfully Submitted,

Lily Maranci, Administrative Assistant