

Date: August 8, 2019

Time: 7:00 PM

Location: Room 7, Town Hall

Present: Muffin Driscoll, John Feuerbach, Joan McDonald, Chris Olney, Technical Support Staff:
Sue Brown

Also attending: Irene Frontiero, Beth Heisey, John Kenny, Gretchen Wood, John Harden

Absent: Nancy Hammond, Sarah Mellish

I. Call to order

The meeting was called to order at 7:01 PM by Joh Feuerbach.

Given Manchester Housing Authority (MHA) representatives were present to discuss MHA Site Redevelopment and no other residents were in attendance to take part in any other specific agenda item, John suggested and the Board agreed to take agenda items out of order, placing MHA Site Redevelopment first

II. (V) MHA Site Redevelopment – discussion of next steps

Following a brief discussion regarding the history of the redevelopment discussion, Sue shared a notice from DHCD of a funding program designed to assist Local Housing Authorities in modernizing public housing and preserving it for the long term while reducing state-funded capital and operating costs. Funds can be used for mixed-income development, new management or capital structures and alternative techniques such as modular construction.

MAHT and MHA members discussed the need for improving the condition of existing units, expanding the number of affordable units in town, and creating a sustainable operating and maintenance funding source. They also discussed next steps the MHA and MAHT could take to further explore the potential opportunities.

The MHA and MAHT will create a working committee made up on members of both organizations and other Town representatives to meet as needed to assess the DHCD Notice of Funding Availability (NOFA) for the program known as Public Housing Innovations.

Members also agreed that professional assistance would be needed to help the Authority and Trust assess the potential for redevelopment and if practical solicit a development partner and prepare an application for funding. Irene has reached out to a colleague with experience in redeveloping MHA sites. Sue will also check with Town regarding recommendations for legal counsel.

III. Approval of Minutes (June 27, 2019)

Meeting minutes of June 27, 2019 were approved as presented.

IV. Administrative

1. **Overview of Technical Support Hours and Tasks** Sue averaged an hour a week over the past month, primarily for correspondence with members and MHA.
2. **Treasurers Report**

- i. Investment Account: Joan summarized her findings from meeting with the local and other saving institutions in town. After discussion of options, Trustees decided that Joan would meet with Jen and Greg to discuss potential for conflicts, given the Town's role with the Trust.
- ii. Invoice for Technical Assistance: Joan moved and Chris seconded the motion to approve the FY 2020 MOU between the Town and Trust for Technical Assistance provided by Town Planner. Chris moved and Joan seconded the motion to approve and pay the invoice for Technical Assistance for FY 2019 in the amount of \$4,781.25. Joan will pay invoice and deliver signed documents as requested.
- iii. CPC Grant Agreement: Chris moved and Muffin seconded the motion to approve the CPC Grant Agreement for the CPA Funds approved by 2019 Annual Town Meeting. The only changes to the Agreement from the previous Agreement were dates and amount. Sue will submit the signed agreement to the CPC for their signatures and to Town Administrator to sign on behalf of the Town. Once signed, Sue will submit to the Town Accountant to request transfer of CPA funds.

V. (VI) Pleasant Street Feasibility Study –discussion of Consultant's assumptions and next steps

Sue has continued reaching out to MHP including emails and by telephone, but has not yet received the promised follow up memorandum outlining MHP's assumptions regarding development options. John will call Susan Connely.

VI. (VII) Notice of Funding Availability – discussion of distribution list

Trustees reviewed distribution list and introductory letter. Sue will send NOFA in the coming weeks.

VII. (II and VIII) Public Comment, Other matters, as may not have been reasonably anticipated by the Chair (Discussion only).

John Harden suggested that the Trust consider providing rental assistance to residents who were having trouble affording housing in town. Trustees discussed the potential, noting challenges, as well as the need.

VIII. (IX) Next Steps

1. Joan will speak with Greg and Jen regarding any potential conflicts with moving funds.
2. Sue will follow up with Irene and MHA Board to organize working group to study potential for MHA redevelopment.
3. John will call Susan Connely of MHP regarding the DPW site assessment final memo.

IX. (X) Next Meeting Date

Tuesday, September 17th.

X. Adjourn

John adjourned the meeting at 8:13 pm.

Minutes recorded and submitted by Sue Brown