

Town of Yarmouth  
Affordable Housing Trust  
MINUTES  
June 21, 2022

The June 21, 2022 meeting of the Affordable Housing Trust was held in a hybrid model, both in person in Room B of Town Hall 1146 Route 28, South Yarmouth, MA and via the virtual conference platform Zoom. The public was able to attend the meeting in person or via the Zoom virtual meeting conference platform. Committee members were allowed to participate through remote participation/virtually pursuant to Chapter 20 of the Acts of 2021, An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency, signed into law on June 16, 2021.

At 3:05 PM, seeing quorum, Chairman Robert L. Whritenour., Jr. opened the meeting by roll call vote:

Robert L. Whritenour: Present  
Jr., Robert C. Lawton, Jr.: Present  
Brad Goodwin: Present by remote participation

Staff Present: Mary Waygan Also Present was Peter Clark of the Mill Pond Village Condominium Association.

TRUST BUSINESS

Minutes: None

Revenue: The Ready Renter Program is going forward and there will be revenue from paid fees for lottery services provided. The Planning Board continues to review a cluster subdivision off of Rt 6A which may provide a cash payment of \$289,000 in lieu of the required two units on on-site affordable housing.

The Trust also discussed with Peter Clark of the Mill Pond Village Condominium Trust the \$700,000 that the Trust has set aside to assisting in the production of 19 affordable units at Mill Pond Village. Staff was asked to update the Community Preservation Committee of the status of the \$700,000. These funds remain available to the developer while the Mill Pond Condominium Trust and the developer are under agreement for the construction of the units. The Trust has the intention of keeping these funds available for the development seeing that the waste water treatment facility has a costly expansion required in order for the development to be completed.

Vote on Staff Salary Expenditure for Next Fiscal Year FY2023: On a motion by Robert C. Lawton, Jr., seconded by Brad Goodwin, the Trust voted unanimously to expend \$57, 018.01 of General Deposit funds to cover payroll costs for Fiscal Year 2023, by roll call vote:

Robert C. Lawton, Jr.: YES  
Brad Goodwin: YES  
Robert L. Whritenour, Jr.: YES

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Trustees: Selectman Mark Forest was appointed to the Trust by the Board of Selectmen. Staff is process resignation paperwork with outgoing Trustees Nate Small and Tracy Post. Staff is preparing a memo to the Community Preservation Committee regarding the current vacancy on the Trust as a result of Mr. Small's resignation.

NEW BUSINESS: None

OLD BUSINESS

Veteran Housing Update: Staff continues to study the feasibility of the town-owned land at 520 Buck Island Road for development of veteran housing.

The veteran support groups Mass Military Family Foundation and the Cape and Islands Outreach Center each received a copy of the Town's current Request for Proposal to use \$520,000 for the acquisition of real property for the creation of affordable housing. After a brief discussion regarding the use of older and under-performing properties, staff was asked to contact the Building Commissioner regarding the status of 77 Route 28, West Yarmouth to gauge its potential for redevelopment.

Request for Proposal (RFP) for Affordable Housing Acquisition: The RFP was issued and due on July 18, 2022. Proposal will be provided to Trustees once available.

Forest Road – Yarmouth Housing Authority: Staff is meeting with Laura Shufelt of MassHousing Partnership (MHP) on July 11<sup>th</sup> regarding current efforts to develop affordable housing at this site, and how the Town can work cooperatively with the Yarmouth Housing Authority to create a development which is the most advantageous to the town.

Preservation of Affordable Homes: Staff reported that Town Counsel has been contacted about the best path forward to preserve the affordability of 19 Plymouth Road, including exercising the right to redemption.

520 Old Town House: Staff is due to issue a request for bid of an environmental assessment of the property.

Land North of West Great Western: Staff has forwarded plan of land to Town Counsel with a request about the next steps that are required to designate this land for affordable housing.

Housing Production Plan (HPP) Update: Staff reported that the housing survey has been issued and is due June 24<sup>th</sup>. The Community Housing Committee will host a public meeting on the new HPP in late July, and this will be followed by a Public Hearing by the Planning Board in September and a Public meeting and vote by the Board of Selectmen in October.

Next Meeting:

The next Meeting of the Trust will be held Tuesday July 19, 2022 at 3:00 PM

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Adjournment: On a motion by Brad Goodwin, seconded by Robert C. Lawton, Jr., the Trust adjourn at 5:05 P.M. with Robert L. Whritenour, Jr., Robert C. Lawton, Jr., and Brad Goodwin voting affirmatively by roll call vote:

Robert C. Lawton, Jr.: YES

Brad Goodwin: YES

Robert L. Whritenour, Jr.: YES

Exhibits:

1. Housing Production Plan Schedule of Meeting Dates
2. 2022 Project Application to the Community Preservation Committee from the Affordable Housing Trust dated November 5, 2021
3. FY2023 Budget Employee Wage Detail MUNIS Report for the Department of Community Development
4. Public Notice of the Request for Proposals for the Acquisition of Real Property for Affordable Housing Creation 2022 Round I, Yarmouth MAHT-2022-100

Minutes Approved July 19, 2022