

Town of Yarmouth
Affordable Housing Trust
MINUTES
April 11, 2022

The April 11, 2022 meeting of the Affordable Housing Trust was held in a hybrid model, both in person in Room A 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 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 3:35 PM, seeing quorum, Chairman Robert L. Whritenour, Jr. opened the meeting.

Members present: Robert L. Whritenour, Jr., Robert C. Lawton, Jr., Nate Small (by remote participation), Tracy Post and Brad Goodwin. Staff Present: Mary Waygan

TRUST BUSINESS

Minutes: On a motion by Robert C. Lawton, Jr., seconded by Brad Goodwin, the Trust voted unanimously to approve the minutes of March 8, 2022 as amended, by roll call:

Nate Small: YES

Brad Goodwin: YES

Robert C. Lawton, Jr.: YES

Tracy Post: YES

Robert L. Whritenour, Jr.: YES

YARMOUTH TOWN CLERK

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NEW BUSINESS

Allocation of funds for a Request for Proposal (RFP) for Affordable Housing Acquisition and Construction

Staff reported that Habitat for Humanity on Cape Cod has identified real property located at 1121 Route 28, South Yarmouth as a possible site for the development of affordable homes. After discussion, the Trust tabled the matter until such time when Habitat could provide more information on the proposal acquisition. The Trust received draft selection criteria for an RFP for comment.

OLD BUSINESS

Yarmouth Gardens Affordable Housing Development at 497 Route 28, West Yarmouth:

On a motion by Tracy Post, seconded by Robert C. Lawton, Jr., the Trust voted unanimously to hold back an additional \$43,100 from the final payment to Commonwealth Community Developers LLC/CCD Yarmouth Gardens LLC for the construction of Yarmouth Gardens at 497 Route 28, West Yarmouth until such time that the following benchmarks are met: 1. The complete installation of the landscaping as shown on the plan entitled Planting Plan L-1.01 by Winslow Architects, Inc. for Residences at Yarmouth Gardens, dated February 28, 2020, and 2. The complete installation of a development sign as approved by the Yarmouth Affordable Housing Trust, or their designee, by roll call:

Nate Small: YES

Brad Goodwin: YES

Robert C. Lawton, Jr.: YES

Tracy Post: YES

Robert L. Whritenour, Jr.: YES

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Preservation of Affordable Homes: No update

Town-Owned Land: Staff reported that Lorraine Doyle of the Community Housing Committee has been reviewing the list of tax-taking and town-owned land with staff to identify new possibilities.

West Great Western: Staff reported that Robin Wilcox has completed the Plan of Land
520 Old Town House: No update

Housing Production Plan (HPP) Update: The Trust received the latest version of the Community Survey and made no comment.

Veteran Housing Update: No update

Next Meetings:

The next Regular Meeting of the Trust will be held Monday May 16, 2022 at 3:30 PM

Adjournment: On a motion by Brad Goodwin, seconded by Robert C. Lawton, Jr., the Trust adjourn by roll call vote:

Nate Small: YES

Brad Goodwin: YES

Robert C. Lawton, Jr.: YES

Robert L. Whritenour, Jr.: YES

Tracy Post: YES

Exhibits:

1. Draft Minutes of March 8, 2022
2. Site Plan of Land of #1121 Rt 28, South Yarmouth prepared for Showstring Properties by Down Cape Engineering dated October 5, 2017
3. Planting Plan L-1.01 by Winslow Architects, Inc. for Residences at Yarmouth Gardens, dated February 28, 2020
4. Prime Contract Potential Change Order #073 for Commonwealth Community Developers/Yarmouth Gardens 497 Rt 28, West Yarmouth prepared by Delphi Construction Inc. dated April 6, 2022
5. Draft Affordable Housing Creation RFP Selection Criteria

Minutes Approved May 24, 2022