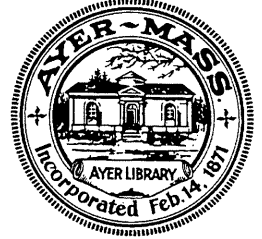


Town of Ayer

Department of Community & Economic Development

Town Hall ♦ One Main Street ♦ Ayer, MA 01432 ♦ 978-772-8221 ♦ 978-772-3017 (fax)



Minutes of August 3, 2020– Ayer Affordable Housing Committee

Location: Zoom Meeting, Ayer Town Hall

Members Present: Janet Providakes, Ron Morrison, Karin Swanfeldt, Ken Diskin, Stephen Wetzell

Also Present: Alicia Hersey, Committee Administrator & Community Development Program Manager, Sara Withee from the public

Janet Providakes, called the meeting to order at 7:00PM

General Business

Approve the Agenda

Karin Swanfeldt made a motion to approve the agenda, Ron Morrison seconded. Unanimous vote to approve the agenda. (5-0-0)

Approve Meeting Minutes July 10-2020

Correction was made by Ken Diskin, to correct the “vote to approve the minutes” to “vote to approve the request” under the CPA Funding Request section. Ken Diskin made a motion to approve the meeting minutes as amended from the July 10, 2020 meeting. Ron Morrison seconded the motion. Vote to approve the minutes. (5-0-0)

Public Comment

Sara Withee requested notification of documents as well as having the public input of the Housing Trust and the Bylaws. She wanted to be sure meeting dates are made public,

Select Board Update – Reduce Number of Committee Members

Janet Providakes reports the Select Board approved the reduction of the Committee to 5 members due to the resignations of Stephen Quinn and Hilary Curtis

Housing Trust - CPA Funding Request

Review of the CPA Application – the committee made recommendations to the draft: adding Alicia’s email, Note the Middlesex AMI values and the 30%, 50%, 80% and 100% values, list some of the 44B guidelines requests will need to abide, add “to

support” to Statement of Community Needs, add Ayer Housing Authority to list of community support, add quotes for “in lieu of fees” and the words if applicable. Under Maintenance add the Town will be paying for Alicia Hersey will be administering the requests through the Community and Economic development Office and the \$ amounts will be changed to hours spent. Additionally, typos need to be fixed. Karin Swanfelt made the motion to accept the application with the understanding the edits will be made, sent to the team and signed off by the committee. Ken Diskin seconded.

Public Information Session will be scheduled August 24th at 7pm and September 21st at 7pm. CPC Public Hearing, if the application is accepted, will happen September 2nd at 7pm.

Housing Trust – Review of Ayer Affordable Housing Trust Warrant and Bylaws

Change the dates under Section 5, Section 6 add the agenda and minutes will be posted on town’s website. Section 7 the Trustees will develop; setup and oversee the program guidelines. Section 11 add the Trustees will have an account opened to accept monetary contributions to the Trust

All of this will need to be reviewed by Town Manager and Town Counsel.

Verification will be needed from Town Manger if we present the Bylaws during the town meeting and if they need to be accepted as “all or nothing” or can be edited each line separately.

Discussion

Sara Withee would like the Trust to be very transparent, with annual report about the monies it receives and all disbursements. In addition Ms. Withee requested that the names of the companies the Trust does business with would be disclosed in its annual report.

Meeting adjourned

Karin Swanfelt made the motion to adjourn the meeting. Unanimous vote to adjourn the meeting at 8:15pm. (5-0-0)

Next meeting August 24th after the public information session.

RECEIVED
AUG 27 2020

TOWN OF AYER
TOWN CLERK

Scopeland

Karin Swanfelt
Chair