

Ayer Affordable Housing Trust Open Session Meeting Minutes: July 26, 2023



Geof Tillotson, presiding. Meeting called to order at 6:25pm
AAHT Trustees present: Geof Tillotson (Acting Chair), Cyndi Lavin (Clerk), Patricia Bagni-Latimer, Shaun Copeland, James Stephen (Vice-Chair) (6:37pm)
AAHT Members absent: Colleen Krieser,
Also present: Alicia Hersey – AAHC + AAHT Administrator; Pauline Conley

Agenda Item: General Business

Motion: A motion was made by Shaun Copeland and seconded by Patricia Bagni-Latimer to approve the meeting agenda. **Motion passed by roll call vote 4-0-0**

Review and approval of minutes from June 28, 2023: no changes made

Motion: A motion was made by Patricia Bagni-Latimer and seconded by Shaun Copeland to approve the minutes. **Motion passed by roll call vote 4-0-0**

Agenda Item: Board Elections

The Board has an open spot. Geof Tillotson suggested taking letters of interest and reaching out to those who were interested when the Board first formed. Pat Bagni-Latimer requested that the information be spread by social media as well as being posted on the Town website.

Motion: A motion was made by Geof Tillotson and seconded by Shaun Copeland to delay Board elections until the next meeting, and to invite prospective members to the meeting. **Motion passed by roll call vote 4-0-0**

(6:37pm, James Stephen entered)

Agenda Item: Update on the Trust Financials (audit requirements)

Geof Tillotson will have a discussion with Town Treasurer Barbara Tierney, the Town Auditor, and Town Manager Robert Pontbriand. If necessary, he will request help from Town Counsel. The questions are whether to change the wording of the Board by-laws, pay for an independent audit in the future, or if the Town audit is sufficient.

Pauline Conley asked if the other Town Trust needed to have an outside audit. Alicia Hersey replied that the Town audited it, and there were only Town funds in that Trust.

Agenda Item: CPC Funding discussion and vote

The request will be made to the CPC at their August 3 meeting for \$72k for ARAP (for 12 families), and for \$128k for investment in Affordable Housing. Colleen Krieser had reported that the CPC suggested rounding up to this even \$200k figure from the intended \$172k.

James Stephen asked what the stopping point would be with ARAP. Alicia Hersey replied that it probably wouldn't go higher than 12 in the future. That is about the number that do apply and that meet the criteria.

Alicia explained the procedure: the CPC can transfer funds to AAHT with approval at Fall Town Meeting. At that point, the Trust can use the money for housing investment without having to go back to a future Town Meeting. Although it may be good to get support at a Town Meeting, it's also true that property deals move fast, and the timing may not work out. Shaun Copeland pointed out that the Town

overwhelmingly empowered the Trust to do exactly this work. Geof Tillotson will write up the formal request.

The current schedule:

July (tonight) – Trust votes on the request

August 3 – CPC meets and votes on requests

September – Public hearing

October – Warrant in by October 1, Town Meeting

Motion: A motion was made by Shaun Copeland and seconded by James Stephen that the Trust approve a request to the CPC for \$200k, \$72k to be used for ARAP and \$128k to be used for future affordable housing investments, and that the Trust requests Geof Tillotson to write up the request.

Motion passed by roll call vote 5-0-0

Agenda Item: Public Comment + Questions

None

Next meeting: August 30, 2023

Adjournment:

Motion: A motion was made by Shaun Copeland and seconded by James Stephen to adjourn at 7:05pm.

A handwritten signature in blue ink, followed by the date 9/14/23.