

**TOWN OF STOW
STOW MUNICIPAL AFFORDABLE HOUSING TRUST (SMAHT)**

Minutes of the September 12, 2018 SMAHT meeting

SMAHT members: Ingeborg Hegemann, Mike Kopczynski, Quince Papanastassiou, Cynthia Perkins, Laura Spear

Call to Order

The meeting was called to order at 7:00 PM.

1. Meeting Schedule

October 10

November 14

2. Minutes Review & Approval

Quince moved to accept the minutes of the July 11, 2018 meeting, Cynthia seconded, and the motion was approved unanimously.

3. Correspondence, Bills and payments

Ingeborg moved to pay a bill from Town Counsel, Huggins and Whitten, LLC for \$1,275, invoice STOW 190, Quince seconded, and the motion was approved unanimously.

This bill is for work done on the affordable units at risk on Golden Drive and Orchard Drive (Villages at Stow). Town Counsel wrote a letter to the Villages at Stow condo association saying the town needed to be involved in foreclosures, and that spurred a settlement.

The Trust also received a copy of an email from Town Counsel. The home owner was denied to take \$40K from refinancing for funding college expenses.

Amie Lindenboim of Metrowest Collaborative Development (MWCD) is leaving the organization. Jennifer Van Campen, Executive Director, is our contact until they hire a replacement.

Another Villages of Stow unit has hit a speed bump. Mike will talk with MWCD tomorrow about the issue.

The Trust received plot plans for two adjacent parcels, under the same ownership, located off of Old Bolton Road and Maple Street. The owner applied for an Agricultural Preservation Restriction (APR) for the larger parcel but would like to contribute to affordable housing in Stow as an option. The APR would be for a 5-acre parcel, appraised at \$98K. The APR would be worth \$89K. The other lot is 0.93 acres with a house and an in-law apartment and is appraised at \$440K. The option would be to sell SMAHT both parcels with an easement on the large parcel for a well and septic, and the owner would continue farming the larger parcel. Trustees expressed concerns about the cost and resource bandwidth versus how much affordable housing we could get on the smaller parcel. The owner is waiting to hear about the APR, which will take about a month. It was recommended that we put this on the October agenda for further discussion and have our Housing Consultant look into it. Cynthia recommended that we ask about funding sources from the network of regional housing coordinators.

An audience member asked about the APR and if the Town purchases the land, whether the Town could charge a lease or royalties for farming the larger parcel. That could be possible.

SMAHT Minutes, September 12, 2018

Approved 10/16/18



4. Trustee Reports

The next regional housing coordinators meeting will be on 9/28 at the Acton Town Hall, starting at 8:30 AM.

5. Housing Consultant Contract Renewal

We can extend the contract for our Housing Consultant, but the original contract states that it may be extended in writing. Trustees commented that our Housing Consultant is creative and responsive. He also has experience in other towns and provides good input for SMAHT.

Cynthia moved to continue the contract with Aray Associates for one year, Ingeborg seconded, and the motion was approved with one abstention.

Mike communicated with Town Manager about the best way to handle the extension and will follow up.

6. Pine Point Update

Cynthia said that at our last meeting Habitat was waiting to hear back from Nashoba Health about a new septic system designed by Stamski and McNary. Nashoba Health and the Stow Board of Health approved the system with the condition that an additional wall be built behind the house. Habitat then attended a ZBA meeting with the approved plan. Town Counsel told the ZBA that the new, small wall would require Habitat to submit a completely new comprehensive permit application, which would cost additional time and money. PLACES would have to review the plan again at additional cost to Habitat. The ZBA delayed the decision that night. Habitat's counsel spoke with Town Counsel and agreed. One option is to have Habitat continue with its appeal as the original design met 100% of the state regulations.

Mike said this is not a SMAHT issue and should probably be addressed outside this meeting. Habitat could make another request under the grant program if needed.

Habitat has a request out to several engineers for the new plans. A trustee asked if there was any sense that if Habitat proceeded with a new application that the ZBA would approve it. It isn't possible to tell.

Habitat is building a duplex on River Street in Acton. It recently reached its half-built milestone with the families selected, so there was a celebration with many people and government leaders in attendance. One of the families consists of a former Stow resident.

7. Housing Program – Community Preservation Committee funding

Mike worked with Cortni Frecha, Chair of the Community Preservation Committee (CPC), to draft two warrant articles for the Special Town Meeting on October 1. They were to repurpose funds from the previously approved deed restriction program to be used for the iSHOPP program. Mike submitted the draft articles to Town Counsel on August 8, prior to the due date of August 15. The printed warrant was distributed today, and these articles are not included.

8. Kunelius Land

- **Demolition**
- **Pre-engineering**
- **Refinancing**
- **Advisory Group**

The Purchase & Sales agreement closed in May, shortly after the Annual Town Meeting.

At the last SMAHT meeting, Mike had concerns about the safety of the existing buildings, and Leonardi was going to start looking into pre-engineering activities. We had also mentioned the possibility of refinancing and the role of an advisory group in defining the project. Today we will discuss these topics in more detail.

Mike first reported that Eversource is bringing power to the house according to Mike Clayton, Stow Highway Department. Therefore, Eversource wants to clear the access path so they don't have to bring out the equipment again. The right of way on the parcel is known. Eversource may be outsourced by Hudson Light and Power. An audience member asked whether they would leave the woodchips on site for the neighbors to use. Ingeborg cautioned about invasive plants possibly being in the chip pile.

In regards to safety, Mike spoke with the Building Inspector, Craig Martin. Craig was against fencing the building and recommended demolition. He recommended that Mike talk with Mike Clayton. Mike Clayton will get a bid for the demolition from the Highway Department and from a private company. The Highway Department would need to rent equipment and a dumpster, costing \$5000 plus the Highway Department's time, and the demolition is estimated to take 10 days. Mike Clayton is also getting a bid from a private company and expects to have both this week. The demolition would be for the barn, stable, and the riding ring but not the house. There is no signage saying No Trespassing, but this type of signage has no effect on liability.

Mike K. also looked into reusing the old barn wood. Unfortunately, this barn was not built well in the first place, and the wood is of little value.

Trustees discussed having the Housing Consultant, Leonardi, look into pre-engineering, such as soil types, perc areas, options for where to place development, and setbacks. To begin, Leonardi should get bids. Mike will contact Leonardi as follow up.

Earlier, Trustees had thought about borrowing money to buy the parcel but ultimately decided to pay cash for it. Now that SMAHT owns it, should we refinance it in order to have funding for other projects? Banks look at this as a community redevelopment act, and one bank (Middlesex) is interested. One possibility is to wrap the financing cost into the project. If SMAHT issues an RFP, respondents could apply for Community Preservation Act (CPA) funds to buy the property. If SMAHT refinances, we may be able to say that we "partner" with the bank if the is interested. Discussion with the bank could include construction financing for the project as well. Additionally, refinancing could be helpful in establishing good credit for SMAHT for future projects. SMAHT would likely get reimbursed for a portion of the parcel. The bank may require automatic payment, but that would not be possible, as our funds are managed by the Town. Mike had also spoken with Avidia, which was interested but there was no follow up.

What percentage of the payment would SMAHT want to refinance? The bank may have a maximum percentage of 70%. The Trust should see what the bank is willing to do. The more funds we have, the more projects we can do. This project will likely take a couple of years, and

we need to be able to pay back the loan. Mike has an email about what the bank wanted. We're also unsure of how much we have in our bank account today and need to confirm. We should receive \$90K as the last installment from the Regency development. Trustees recommended getting more information and engage with the bank. Mike and Quince will look into it further.

Trustees discussed how the Advisory Group should be set up: sub-committee, working group, or something else. Topics would address the land use and placement, buffers, design concepts, and so on. The goal is to develop an exemplary process for future projects of this type. The Advisory Group would likely need to partner with the developer. SMAHT would select the winning response to a Request for Proposal (RFP), and the RFP could be developed with input from the Advisory Group. Input from neighbors is critical. The smaller density limited what can be developed. One of the neighbors in the audience started that is that it was good to have input in the original requirements for the deed, and it would be ideal to have a drive that goes from the road into the woods and end at six small cottages. The Trust discussed the need to balance costs with the aesthetics, and SMAHT's Housing Consultant can help us understand the trade-offs.

What should the composition of the Advisory Group be? We could ask for contractor experience, financial experience, neighbors, people who understand perc tests and engineering, people who have been involved in other SMAHT projects in Town, and other factors. The description needs to define the level of authority that the group will have. Cynthia will contact John Mullen, who did the charrette for the Gleasondale study and may have models. Laura will ask the regional housing coordinators. Mike will contact our Housing Consultant. Trustees should send any descriptions or models to the Chair. Trustees will finalize the description at the next meeting and post it after the meeting.

Participation on the Advisory Group would be a long-term commitment, about a year at least. Neighbors in attendance expressed their interest in participation and concern about having the group be too large. The core group could share information with a larger group as well. Town Clerk is looking into whether this Advisory Group could meet informally versus meeting as a public entity.

9. Adjourn

Cynthia moved to adjourn, Ingeborg seconded, and the motion was approved unanimously. The meeting adjourned at 8:35 PM.

Respectfully submitted,
Laura Spear, SMAHT member



10/10/18