

**Municipal Affordable Housing Trust Fund (MAHTF)
Meeting Minutes – August 1, 2023**

Attendance: Mary Antes, Jacqueline Espiritusanto-Vega, Laura Kaplan, Michael Staiti, and Susan Weinstein

Absent:

Open Meeting: At 7:00pm, M. Staiti called the meeting of the Municipal Affordable Housing Trust (Trust) to order on Zoom and identified the members in attendance.

Public Comment: None.

Materials Discussed/Distributed: Agenda for meeting; minutes of 7/11/23 meeting; emailed financial documents from S. Weinstein

Notes:

1. Minutes

S. Weinstein moved, seconded by J. Espiritusanto-Vega, to approved the minutes of 7/11/23 as amended. The motion was approved unanimously by roll call vote. (Antes, Espiritusanto-Vega, Kaplan, Staiti, Weinstein) 5 Yeas.

2. Financial Report

S. Weinstein reported that the annual audit of the Trust's funds will cost \$5,000 because the Trust is no longer preparing its own financial statements. S. Weinstein moved, seconded by L. Kaplan to spend \$5,000 for the annual audit, including preparation of the financial statements. The motion was approved unanimously by roll call vote. (Antes, Espiritusanto-Vega, Kaplan, Staiti, Weinstein) 5 Yeas.

3. Updates

The Zoning Board of Appeals (ZBA) met on July 13th and expected to review a draft decision for the **Good Shepard** development. M. Antes will follow-up to see what the status of the project is.

S. Weinstein has updated the forms of the **Home Repair Program** (HRP) to eliminate the request for confidential financial information and has asked that the new forms replace those currently on the Town's website. M. Antes reported that the Town Clerk has agreed to keep a file of the HRP documents.

M. Antes said the Housing Partnership has recommended that the Select Board **reappoint J. Espiritusanto-Vega** to the Trust. She will be sworn in when she receives the letter of appointment.

M. Staiti said the Trust received one proposal from an eminently qualified contractor to build a three-bedroom modular home at **12 Hammond Road** in response to the RFP. He

forwarded to the Trustees the cost proposal he received from John Bugbee late this afternoon. Triumph Modular offered to construct the three-bedroom modular home for \$1,017,694, more than double the price the Trust anticipated.

The members briefly discussed its options. M. Staiti will follow-up with J. Bugbee. L. Kaplan will do some research and confer with the town, and perhaps Town Counsel, to learn whether the Trust can seek other possible modular contractors or contact organizations like Habitat for Humanity or B'nai B'rith about constructing the unit. M. Antes moved and J. Espiritusanto-Vega seconded the motion to reject the proposal from Triumph Modular. The motion was approved unanimously by roll call vote. (Antes, Espiritusanto-Vega, Kaplan, Staiti) 4 Yeas and 1 abstention. (S. Weinstein was away from the meeting when the vote was taken.)

4. Community Preservation Committee (CPC) Report

L. Kaplan moved and J. Espiritusanto-Vega moved to approve having M. Antes and S. Weinstein complete and submit the CPC report by the deadline at the end of August. The motion was approved unanimously by roll call vote. (Antes, Espiritusanto-Vega, Kaplan, Staiti) 4 Yeas and 1 abstention.

5. Next Meeting

The next meeting will be Tuesday, September 19th at 7pm on Zoom. S. Weinstein moved and J. Espiritusanto-Vega seconded the motion to adjourn. The motion was approved unanimously by roll call vote. (Antes, Espiritusanto-Vega, Kaplan, Staiti, Weinstein) 5 Yeas. The meeting was adjourned at 7:29pm.