

**Municipal Affordable Housing Trust Fund (MAHTF)
Meeting Minutes – September 19, 2023**

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

Absent: Susan Weinstein

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 8/1/23 meeting; Annual Report to the Town; Community Preservation Committee Annual Report

Notes:

1. Minutes

J. Espiritusanto-Vega moved, seconded by Laura Kaplan, to approved the minutes of 8/1/23 as amended. The motion was approved unanimously by roll call vote. (Antes, Espiritusanto-Vega, Kaplan, Staiti) 4 Yeas.

2. Financial Report

M. Staiti expressed concern about how little interest the Trust's two Certificates of Deposit (CDs) earned this year. The CDs expire on September 20, 2023. M. Staiti moved, seconded by J. Espiritusanto-Vega that M. Antes be authorized to represent the Trust in dealing with the CDs at Village Bank. The motion was approved unanimously by roll call vote. (Antes, Espiritusanto-Vega, Kaplan, Staiti) 4 Yeas.

3. Updates

M. Staiti reported that the Trust will have to put out another RFP that will be sent to affordable housing developers, such as Habitat for Humanity (HfH). (B'nai B'rith does not work on small projects such as a single duplex.) It was suggested including in the RFP a statement that the Trust will contribute to the developer the HOME funds allocated to the project (Liz Rust said she thought the HOME funds could be reserved for the project). HfH sells the houses it builds, which will require a different legal arrangement for both the Trust and HfH. M. Staiti will contact the Greater Worcester HfH and L. Kaplan will research legal options and the possibility of some pro bono work from her law firm. Both will look for appropriate condo documents and sample RFPs.

The Zoning Board of Appeals (ZBA) approved a decision for the **Good Shepard** development and the appeal period has passed. The next step is to apply for low-income tax credits in October.

J. Espiritusanto-Vega will reach out to the town's monitoring agencies to let them know about the Trust's **Home Repair Program** (HRP) and M. Antes will notify the Wayland Community Fund.

J. Espiritusanto-Vega has been reappointed to the Trust, representing the Housing Partnership. She has been sworn in.

The Trust reviewed the **Community Preservation Committee Report** that was submitted in August. There was a question about whether the report should be updated to include the result of the RFP process for 12 Hammond Road but that happened after the close of the fiscal year.

4. Annual Town Report

The Trustees reviewed the draft annual report. M. Antes noted that the Wayland Housing Authority (WHA) makes an annual payment representing a percentage of the rent under its long-term lease of 11 Hammond Road. The amount is usually transferred in June but was not done this year. The amount is also reported as part of the annual audit. The Annual Town Report will only state that the amount of \$11,036.18 was accrued. With that change, L. Kaplan moved and J. Espiritusanto-Vega seconded the motion to approve and submit the Annual Report. (Antes, Espiritusanto-Vega, Kaplan, Staiti) 4 Yeas.

5. Topics Not Anticipated

The Trustees received an email from a resident suggesting they consider purchasing and developing a particular property. M. Staiti did not recommend taking any action due to the expense, time, and effort required to acquire and renovate individual houses.

6. Next Meeting

The next meeting will be Monday, October 23rd at 6pm on Zoom. J. Espiritusanto-Vega moved and L. Kaplan seconded the motion to adjourn. The motion was approved unanimously by roll call vote. (Antes, Espiritusanto-Vega, Kaplan, Staiti) 4 Yeas. The meeting was adjourned at 7:29pm.