



DANVERS AFFORDABLE HOUSING TRUST

TOWN HALL, DANVERS, MASSACHUSETTS 01923
TELEPHONE (978) 777-0001 FAX (978) 762-0215

Minutes April 18, 2018

Danvers Affordable Housing Trust: Carla King, John Alden, Stacey Bernson, Don Gates and Tish Lentine

Staff: Susan Fletcher and Francine Butler

Minutes of February 21, 2018 and February 28, 2018

A motion was made, seconded and unanimously voted to approve the minutes of February 21, 2018.

A motion was made, seconded and unanimously voted to approve the minutes of February 28, 2018.

SHI Submittals: 5 Laurine Road (Don Preston); 114 Sylvan Street

Fletcher told the Board that they have the submittal materials from Ms. O'Hara for the Subsidized Housing Inventory (SHI) for 5 Laurine Road and 114 Sylvan Street. Fletcher said that she has spoken with Trask. Trask told her that they need a motion from the Board to submit the materials. It will go to the Board of Selectmen and then to the Department of Housing and Community Development (DHCD). Fletcher told the Board that Don Preston is here in case anyone has questions.

Alden asked if there had been any problems pulling the paperwork together. Preston said that they adapted paperwork from a project done in the Town of Hamilton. The marketing plan for the Hamilton project had a local preference. The project at 5 Laurine Road did not have a local preference, and all notifications for the project done at 5 Laurine Road did not have a local preference mentioned.

Preston said that it was also pointed out that they did not use the latest income data. All families were under the income guidelines. For DHCD it has to be below the 80% threshold, and they are below the 60% threshold.

Fletcher said that they need to submit it, and they will see where they go from this point.

A motion was made, seconded and unanimously voted to accept the SHI submittals for 5 Laurine Road and to forward the application to the Board of Selectmen for their approval.

Habitat Projects and our SHI Update

Preston said that the project at 5 Laurine Road is full of mud due to the recent rain. They will be moving a construction trailer and dumpster onto the site. Construction will start on May 5th since they will have a large group of people coming to work. By September the project will be buttoned up. The school will come back to do the framing, plumbing and heating.

40B Audits

Fletcher said that there was no progress regarding this item.

Financial Report

Gates went over the financial report. Fletcher said that a DHAT loan was paid off, and that the property had increased in value so the Trust shared in the increased equity for the property.

A motion was made, seconded and unanimously voted to approve the financial report.

New Business

Lentine asked if there were any other projects coming before them. Fletcher said that they should look at the Housing Production Plan to see what they should do next.

Fletcher said that there is a town owned parcel next to an existing house at 3 Jalbert Street. The neighbor has landscaped the town's property to match their own.

Fletcher said that she and Bernson need to get together to work on the boilerplate forms. Bernson said that she needs to amend the form and have the consultant review it.

Fletcher said that she has a list of the approved people to forward this form to. Their present consultant is on the list.

Fletcher said that it has not been easy getting the information together for the Habitat SHI submittals. Habitat's main goal is to create housing. They are not as careful with the paperwork. They are going to do the paperwork on Coolidge next. The Mill Street duplex is the most vulnerable since there is so little paper work. There was a local preference, but it was a two-unit project so it is possible that one of the units may qualify.

Next Meeting Date

The next regular meeting of the DAHT is Wednesday, May 16, 2018.

Fletcher asked the Board to review the Housing Production Plan to look for suggestions for a new project.

Bernson asked when the last plan was done. Fletcher said the date of the last Housing Production Plan was September 11, 2014.

The meeting adjourned at 7:30 p.m.

Tish Lentine, Clerk