



# Town of Danvers Danvers Affordable Housing Trust

1 Sylvan Street, Danvers, Massachusetts 01923 | p: 978-777-0001

[www.danversma.gov](http://www.danversma.gov)

## Minutes August 21, 2019

### Attendance

Present: Gardner Trask, Carla King, Tish Lentine, Stacey Bernson, Don Gates, John Alden

Absent: Rachel Gryzbeck

Staff: Aaron Henry

### 3 Jalbert Lane

Henry said they received four (4) responses for quotes. Bill Manuell, from Wetlands & Land Management, said he could do the work for \$650. All other quotes came in between \$1,500 and \$2,000.

Trask asked if the findings could come out at a meeting of the Trust before going public.

Alden asked if it would be a physical map. Henry said that Manuell would flag the lot.

Lentine asked if he had the lot lines. Henry said that they do not need the lot surveyed. The pins are out there. They only need a delineation.

Steve Casagrande, 4 Jalbert Lane. Casagrande asked if Manuell said there were wetlands, how would the Trust proceed? Trask said that they were not going to speculate at this time. Casagrande asked what the Trust would do if there are no wetlands? Trask said that when they have the information, they can make an informed decision.

Casagrande asked if Manuell said there are no wetlands, could they hire their own consultant to have an opinion for Jalbert Lane?

Trask said that they would need to get permission. Any access onto public land is something that the Town would have to approve.

Casagrande said that he is concerned that a wetland expert may say what he wants to say. He felt the process has not been transparent. He would like permission from the Town. If the consultant does not find wetlands, they may want someone to look at it from their perspective.

Henry said that an appearance before the Conservation Commission would be necessary if they go forward. The abutters would have a legal right to review things and have the right to speak. He wanted Casagrande to know that there was another permitting avenue if the Trust proceeds with the development of the property.

Casagrande said that he thought the Conservation Commission would be involved earlier in the process.

Trask said that they would need to go to the Conservation Commission with an application.

Casagrande said that he has questions and concerns that he felt are not being heard.

Lentine asked what the time frame was for Manuell to complete the work.

Henry felt that once he and Manuell connect and made arrangements, it would take a couple of weeks at the most. Henry said that Manuell may have a verbal quickly.

### [Approval of Minutes of July 17, 2019](#)

Trask said that these minutes would be approved at the next meeting.

### [114 Sylvan Street / Chris Mscisz](#)

Henry said that this is regarding the affordable units at 114 Sylvan Street. Chris Mscisz presented the Trust with an invoice for 50% of the cost of the fees for his lottery agent. The Trust contributing to his costs does not appear to be memorialized with the Trust in the minutes.

King remembered saying that he was giving us these units in order to get a letter of support.

Trask reviewed the minutes. He said that there is no evidence that they had agreed to it.

Bernson felt that he may have heard if from his attorney.

Alden said that they never voted to agree to give that money because they were afraid that they would set a precedent.

King said that they did not want to pay an invoice that was not discussed. If Mscisz wanted to discuss this invoice, that is a different story.

Trask asked that this item be tabled.

Henry said that they should not give Mscisz any money until the units are on the SHI. Henry said that Liz Rust is helping them with these applications.

Bernson said that Maureen O'Hagen is working on 114 Sylvan Street. Approving the marketing plan is part of the process. She felt the applicant should be all set. O'Hagen should be able to confirm this.

Henry said that he has not seen any updates for the units on the SHI.

Trask said that he would like to be sure that the letter of support for 114 Sylvan Street did not mention contributing funds to the consultant.

Trask said that they should table this to the next meeting.

## Subordination of Jones Mortgage

Henry said that Jones wanted to subordinate a mortgage held by the Danvers Housing Assistance Trust, Inc. He is concerned as to who has the authority to sign subordinations/discharges.

Gates asked if they were refinancing.

Henry said that he had no issues subordinating this mortgage. They can clarify who has the authority to sign subordinations/discharges. They don't know how Susan had the authority to sign.

Gates said he had no problem subordinating as long as the appraisal showed the value was there, and they were not taking any money out. This was confirmed.

Trask said that the Trust had the authority to sign this subordination.

A motion was made and seconded to execute the subordination of mortgage. It passed by unanimous vote.

## 20 Locust Street

Henry said they contacted the developer, and he did not realize that he had do to marketing for the unit.

Trask asked the timeline of this project being completed.

Henry said that the exterior should be completed by the end of September. He does not know when the interior will be completed.

Trask felt the tea shop across the street would benefit from this project.

Lentine felt the tea shop could have a singer at night. Henry said that they could do an entertainment license.

## 5 Laurine Road

Henry said that he has heard no news regarding this project.

Trask told the Board that Kiwanis had a service day at the site a few weeks ago.

Lentine asked if anyone was following up on the paperwork regarding this project.

Trask said that the marketing consultant was trying to get Preston over a small hurdle.

Henry said that 5 Laurine Road was all set with the title issue. He was not sure of the status of this project being on the SHI.

Trask asked if they could find out if the application had been sent in to the SHI.

Lentine asked when the property was going to be occupied. Henry said he was not sure.

## Financial Report

Gates went over the financial report.

A motion was made by Alden and seconded by King to approve the financials. It passed by unanimous vote.

## Old Business

Henry asked if the Board might have a someone in mind to fill the vacant position on the Trust. He said that they recently lost a Conservation Commission member.

Trask said that the woman they had in mind is not accepting the appointment.

Henry confirmed that the woman that they had in mind is not going forward. They need to make a push to find people to fill the four to five vacancies they have on various committees. They are working on a press release.

Lentine said she would check with the woman that was appointed to be sure she does not want to be on the Trust.

Henry said that she has not yet resigned.

Trask asked if the vacancy on the trust could be added as an agenda item next month. He asked if the talent pool list could be brought to the next meeting.

Henry said that he would go through the list and pull applications that have said that they have an interest in affordable housing.

King confirmed that people send in the applications for the areas where they have interest.

Trask said an attorney would be helpful.

Henry said that they would try to pull together a master list regarding units and SHI status.

Trask thought they had made an agreement for the project on Nichols Street. He wants to see what they agreed to and what the disposition was.

Henry said that they would start on that list.

Lentine asked if they have a list of town-owned land.

Henry said that the list was on Bartha's desk. There are only two to three parcels.

Trask said that they have come to rely on institutional knowledge on projects.

## New Business

There was no new business to discuss.

## Old Business Continued

Lentine asked about the funds for Community Council. She asked if they could reach out to them.

Trask said that they would need a motion to expend funds. They can't spend what is not offered to them.

Trask asked for the amount that was committed. It was determined that there were funds in the amount of \$18,000 committed for the period from 2/1/18 to 2/1/19. There is a balance of \$1,871.60 remaining.

## Next Meeting Date

The next meeting for the Danvers Affordable Housing Trust will be September 18, 2019.

Henry told the Board that they are hiring two new employees that are starting on September 23, 2019. The staff support will be assigned based on skill set. Henry said that he likes the affordable housing piece, so he may be staff support for the Trust.

Lentine asked what other committees had vacancies? Henry said there were vacancies with the Conservation Commission, Planning Board, Historic District Commission and Human Rights and Inclusion.

Henry said that they will do a release to the public looking for volunteers.

## Adjournment

On a motion made by King, seconded by Trask, the meeting adjourned at 8:00 p.m.

Tish Lentine, Clerk