

Affordable Housing Commission

Meeting Minutes

June 6, 2019

6:00 p.m.

Present: Isabel Roberge, Dan Hagan, Tim Hildner, Steve Mattson, Dave Roberge, Phyllis Ross, Tina West, Jason Zelek

The meeting was called to order at 6:02 p.m.

A motion was made by Hagan, seconded by West, to approve the Meeting Minutes from May 2, 2019. The motion was approved unanimously.

Old Business:

- Chairperson Roberge distributed an updated draft of the Affordable Housing Application and cover letter. Members provided several comments to further improve the Application. Chairperson Roberge will edit the Application and resubmit to the Commission.
- Ground Lease review was discussed by West. The sub-committee requested input from the Commission regarding the time limits specified in the Lease for potential sale of a house.
- D. Roberge discussed the cost of a survey to locate the potential sites for the house, well, septic (primary and reserve). The engineer estimated the cost at \$2,000. The Commission decided to delay any actual expenditures until actual applicants are identified.

Hildner discussed the CHFA process for funding a construction loan. Many potential risks are involved with site development, financing, the buyer, the contractor, and the macro market. We will need to develop strategies to mitigate the numerous risks. Yet at the same time improve the opportunity for additional housing units. Following discussion, the consensus of the Commission is to withhold spending any funds until there are people who qualify as applicants and are interested in participating.

Mattson requested that the three documents discussed tonight be updated for the next meeting. These documents will serve as the basis for a formal presentation to groups within Town.

A motion was made by West, seconded by Ross, to adjourn. The motion was approved unanimously, and the meeting adjourned at 7:45 p.m.

Respectfully submitted,

Daniel Hagan