

**Affordable Housing Trust Meeting**  
**Tuesday, April 23, 2019, 7:30 AM**  
**Donaldson Room, Town Offices**

**Members Present: James Craig, Co-Chair, George Georges, Co-Chair, Vicki Braithwaite, Tom Sander and Bijoy Misra**

(Member unavailable: B-J Scheff)

**Others Present:** Keith Gilbert, Chair, Housing Commission, Tim Higgins, Town Administrator, Kathleen O'Donnell, Attorney, Terri Morgan and Rhonda Swain, Lincoln Foundation and Elaine Carroll, Adm. Assistant

The meeting was called to order at 7:30 AM. Vicki Braithwaite made a motion to approve the Executive Session minutes from October 29, 2018 as written. George Georges seconded the motion. The vote was 4-0 to approve with Tom Sander abstaining from the vote. Vicki Braithwaite made a motion to approve the regular meeting minutes from October 29, 2018 as written. George Georges seconded the motion. The vote was 4-0 to approve with Tom Sander abstaining from the vote. Vicki Braithwaite made a motion to approve the Housing Coalition minutes from May 8, 2018 as written. George Georges seconded the motion. The AHT vote to approve was unanimous. These minutes will still need to be approved by the Housing Commission members.

**Sale of Affordable Units:**

Vickie got a request from Reiko Hayashi of DHCD requested the Town to submit a letter of first refusal for Unit 202 at Minuteman Commons, which Vicki said is holding up the sale of the unit. Tim Higgins said after looking at the procedure that the Board of Selectmen have the authority of first refusal for this unit and have voted not to exercise that right. Tim will write a letter on behalf of the Selectmen to inform Reiko of the decision. Going forward a procedure needs to be created when units come up for sale especially for the units that have the old deed riders on them. Vicki said that because the unit at 28L Indian Camp Lane was not offered at 80% AMI and it went right to 120% AMI and did not follow proper procedure this unit will come off of the SHI. There are 20 – 30 units still governed by the old deed riders and need to know how to handle the next one going up for sale which is 36B Indian Camp Lane. All of these units are restricted by price and who is eligible to buy them. A new procedure needs to be developed with more professional support to navigate this process. Tim will work with Planning to develop a job description for a consultant and also look into rejoining the Housing Consortium with neighboring towns.

Kathleen said some of the units are grandfathered because the deed riders are not compliant. If DHCD can find a reason to knock a unit off the SHI, they will do that. Of the 120 units at Battle Road Farm, 48 units are affordable but not all of them are in jeopardy because we have picked up some of them. We need to go through Kathleen when a unit comes on the market. It would take \$3M to buy down all the 30 units in jeopardy and not all owners are thinking of selling. Battle Road Farm was done in the 1980s and the rules have changed since then. Vickie will send the new deed rider for 26L Indian Camp Lane to Kathleen who will give it to the realtor. The affordable deed rider on the sold unit needs to be signed by the new owner. Zoning for Battle Road Farm says a certain amount of the units need to be affordable even if they are not on the

SHI anymore. It would take a buy down of \$140,000 to buy down unit 36B Indian Camp Lane. Someone needs to be in charge of decision making when these units go on the market. The AHT is the one who would buy down a unit. Battle Road Farm is the only issue, since the others have new deed riders. What is the worse-case scenario with BRF and how do we go forward. Remaining on the SHI is always 80% of AMI; but there is a problem because with assessments, condo fees and taxes. these units are not always affordable to new buyers.

James said that SLPIC will be having a forum on May 7, 2019 from 5:00 to 9:00 p.m. in the Donaldson Room regarding the zoning changes in South Lincoln. Do we want to support SLPIC going forward with a zoning change? Any development in the South Lincoln area should be done on a rental basis and not condos, but some developers do not want to be managing rental properties. Kathleen said there is no way to guarantee income eligibility after the sale for condos, which means that some people may not qualify for an affordable unit after they buy it.

Vicki will get the new rider for 28L Indian Camp Lane to Kathleen and she will also take a look at 36B Indian Camp Lane to be sure that the sale is done properly. Tim will get a list out of tasks and bring back to the group for the next Housing Coalition meeting.

James said the Town has gotten approval for all 60 units on the SHI for Oriole Landing. George asked if there would be a problem if Oriole Landing is not finished by June of 2020. Kathleen said there are ways around that deadline but she will also ask DHCD about that.

The next Housing Coalition meeting will be on Tuesday, May 21, 2019 at 7:30 AM in the Donaldson Room with Kathleen O'Donnell, Tim Higgins, Jennifer Burney and Paula Vaughn also in attendance.

After a brief discussion, Tom Sander made a motion to reappoint James Craig and George Georges as Co-Chairs of the Affordable Housing Trust. Vicki Braithwaite seconded the motion. The vote to approve was unanimous.

At 8:20 AM, Tom Sander made a motion to adjourn the meeting. James Craig seconded the motion. The vote to approve was unanimous.

*Submitted by Elaine Carroll*