

**CITY OF SOMERVILLE, MASSACHUSETTS  
SOMERVILLE AFFORDABLE HOUSING TRUST FUND**

*KATJANA BALLANTYNE*

*MAYOR*

*Andrea Shapiro, Managing Trustee*

***Trustees***

Mary Cassesso  
Michael Feloney  
Kathryn Gallant  
David Gibbs  
Donna Haynes  
Councilor Charlotte Kelly  
Brielle Calderan  
Jessica Turner

**Minutes**

**Thursday, July 14, 2022 Meeting – 5:15 pm**

Trustees attending: Mike Feloney, David Gibbs, Donna Haynes, Charlotte Kelly, Andrea Shapiro, Brielle Calderan, Jessica Turner

Trustees not attending: Mary Cassesso, Katie Gallant

Staff attending: Lisa Davidson, Paul Goldstein, Alexis Turgeon (OSPCD Housing Division)

The meeting started at 5:15 pm, with Andrea Shapiro serving in the role of chairperson.

*1. Review and Approval of June Meeting Minutes*

David Gibbs made a **motion** to approve the June meeting minutes. Mike Feloney seconded the motion, which **passed** unanimously by roll call vote.

*2. New Business*

**Review and consideration of FY22 Community Preservation Act (CPA) RFP applications.** Paul Goldstein gave a brief overview of the three applications submitted in response to the Request for Proposals (RFP) for housing programs that were issued in May. Paul noted that two of the applications, from Somerville Community Corporation (SCC) for 100 Homes Program Management and Somerville Homeless Coalition (SHC) for HOME PASS Administrative Funds, requested renewed funding for programs that had previously been funded by CPA Trust funds. The third application, from Just-A-Start (JAS), requested funding for its Tenancy Stabilization Program (TSP), which had previously been funded with non-CPA Trust funds.

Paul further noted that the total amount of funds requested by the three applications came to \$390,000, and that the Trust had previously approved making \$298,381.72 of FY22 CPA funds available for housing programs. However, SCC requested funding over the course of two fiscal years (\$125,000 in FY22, and \$125,000 in FY23). Paul explained that, if the Trustees were to consider only the FY22 request from SCC, the total amount of funds requested would fall within the parameters approved by the Trust at its April meeting. If each proposal were to be approved, the remaining amount of uncommitted CPA Trust funds would be \$117,197. The current estimate for the Trust's FY23 allocation, net of debt service, is just over \$1.6 million. Based on that estimate, the Trust would be able to consider and initiate a more robust RFP solicitation in the fall and early winter.

Mike noted the Trust typically considers applications over the course of two meetings, with the first one focused on application "intake" and review, and the second involving deliberations and decisions.

However, given the limited number of responses and the quality of the applications, Mike indicated he would be comfortable with reviewing and acting on proposals in a single meeting.

Andrea Shapiro suggested that Trustees vote on the proposals as presented by the organizations, with deliberations and adjustments to the proposals if the Trustees are not comfortable with how they are “as is”. Trustees agreed with this approach, and the following votes were taken:

- SCC-100 Homes Program Management (\$250,000): David Gibbs made a **motion** to approve the proposal as is, with the condition that the award be split over two fiscal years. Brielle Calderan seconded the motion, and the motion **passed** unanimously by roll call vote.
- Just-A-Start- Tenancy Stabilization Program (\$120,000): Mike made a **motion** to approve the proposal. Jess Turner seconded the motion and the motion **passed** unanimously by roll call vote.
- Somerville Homeless Coalition-HOME PASS Administrative Funding (\$20,000, plus the balance of unexpended funds from a now expired previous HOME PASS Admin award of \$29,952, for a total of \$49,952): Donna Haynes made a **motion** to accept the proposal as is. Jess seconded the motion, and the motion **passed** unanimously by roll call vote.

### 3. *Continued/Standing Business*

**Financial report(s) review: CPA account and non-CPA account (May, 2022).** Paul presented the May financial reports from the CPA and non-CPA Trust accounts. In the non-CPA Trust account, Paul reported that a fractional payment in the amount of \$202,579.13 was received, and that the acquisition of 184 Broadway was now being carried as an outstanding commitment on each report. Donna Haynes made a **motion** to accept the financial reports. Jess seconded the motion, the motion **passed** unanimously by roll call vote.

**Selected project updates: 7 Summer St., Clarendon Hill, other.** Paul provided brief updates on the following items:

- **7 Summer Street:** The project is on schedule to close on Tuesday, July 19<sup>th</sup>, and the check for City funding is anticipated to be cut tomorrow July 15<sup>th</sup> before the close of business.
- **Clarendon Hill:** The City Council approved the \$4 million CPA bond for the Clarendon Hill redevelopment at its June 9<sup>th</sup> meeting. Jess confirmed that construction has not yet started-a closing must first take place, but that relocation of Clarendon residents has begun.
- **Home Rule Petition (HRP):** No further updates were available, HRP is still waiting to be voted on by the State legislature. Charlotte Kelly noted that any bill not passed by July 31<sup>st</sup> would have to be refiled.
- **Board reappointments:** There were no additional updates; numerous boards and commissions, including Planning and Zoning, are at the risk of having to cancel meetings due to quorum issues. Staffing these boards remains the current priority for the City at this time.

**August and September meeting schedule.** Paul noted that the Trust has typically not met in August, though an August meeting was held last year. If a decision to not meet in August is made, Trustees may still be required to convene if urgent Trust business needs to be discussed.

Paul further noted that at the June meeting, Trustees expressed an interest in having two meetings in September: the regular monthly meeting (currently scheduled for September 8<sup>th</sup>) and a second meeting which would be dedicated to review aspects of a draft Strategic Plan with the team from JM Goldson.

Following Andrea’s suggestion of September 22<sup>nd</sup> as a date for a second meeting in September, Trustees agreed not to hold an August meeting, and that the Trust would meet twice in September, on

the 8<sup>th</sup> as previously scheduled, and on the 22<sup>nd</sup>, contingent on the availability of the JM Goldson team.

**Early Action Affordable Housing Program-brief update.** Paul noted that he reached out to City of Cambridge Community Development staff to request information on early acquisition lending it is involved with through the Cambridge Affordable Housing Trust (CAHT). Paul called Trustees' attention to a memo included with July meeting materials which summarized the typical process CAHT follows for early acquisition lending and a recent example: the acquisition of a site at 52 New St. in Cambridge which is slated to be developed into a 100% affordable development with 107 units. Mike noted that the reallocation of the funding for the Trust's Early Action Acquisition Fund still needed approval from the City Council, and was scheduled for City Council consideration that evening.

**Strategic Planning-brief update.** Paul reminded Trustees to sign up for a one-on-one interview with the JM Goldson strategic visioning team if they have not already. Paul said he would recirculate the sign-up link and the 2014 Strategic Plan to Trustees as soon as possible. Paul noted that in addition to Trustee interviews, the JM Goldson team would be conducting interviews with non-Trustees as part of the Strategic Planning scope of work. A list of non-Trustees, consisting of recent and current grant recipients, City Staff, and Community Preservation Committee staff was provided to the JM Goldson team.

4. *Announcements*

Mike introduced Alexis Turgeon, who recently started as Housing Development Manager, a position created in the FY22 budget. Alexis will be working on 100 Homes and other development projects. David Gibbs noted that the "Evicted" exhibit, which first debuted at the National Building Museum in 2018, would be opening at the Somerville Armory in late August.

5. *Adjournment*

The meeting was adjourned at 6:04 PM.

**Documents distributed:**

- June meeting minutes
- Financial reports, CPA and non-CPA accounts, May, 2022
- Memo re: acquisition lending in Cambridge
- List of non-Trustees to interview with JM Goldson for Strategic Planning
- FY22 CPA applications and summary spreadsheet