

CITY OF SOMERVILLE, MASSACHUSETTS
SOMERVILLE AFFORDABLE HOUSING TRUST FUND

JAKE WILSON
MAYOR

Andrea Shapiro, Managing Trustee

Trustees

Mary Cassesso
Diane Cohen,
Lisa Davidson,
Alba Solis,
Councilor Wilfred N. Mbah,
Nick Pittman

SAHT MEETING MINUTES
Thursday, January 8, 2026 | 5:15 p.m.

TO USE A COMPUTER – Virtual meeting link:

https://us02web.zoom.us/webinar/register/WN_5H04SdnDSR-362Daky7kzA

The City of Somerville can provide you with a free interpreter in your language. Please be sure to request one at www.somervillema.gov/ContactSomerviva or call 311 (617-666-3311) at least 7 days in advance of this event.

Individuals with disabilities who need auxiliary aids and services for effective communication, written materials in alternative formats, or reasonable modifications in policies and procedures, to access the programs and activities of the City of Somerville or to attend meetings, should contact the ADA Coordinator, Adrienne Pomeroy, at 617-625-6600 x2059 or ada@somervillema.gov.

Pursuant to Chapter 2 of the Acts of 2025, this meeting of the Somerville Affordable Housing Trust will be conducted via remote participation. An audio or video recording will be available upon request as soon as possible after the meeting.

Trustees in attendance: Andrea Shapiro, Mary Cassesso, Nick Pittman, Lisa Davidson, Alba Solis, and Diane Cohen.

Staff in attendance: Sheniqua Roper (OSPCD Housing Division)

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

- 1. Annual Meeting and Selection of Officers (Continued).** The Trust continued its Annual Meeting from the December 11, 2025, meeting, during which officers were scheduled to be selected. At the December meeting, Cassie had been nominated as Managing Trustee and Alba as Assistant Managing Trustee; however, the vote was deferred because Cassie was not in attendance. Since that time, Cassie has stepped down from her role as a City resident representative, which reopens the Managing Trustee position for nomination and selection.

Nick inquired about circumstances in which he would need to recuse himself when signing loan documents that may involve organizations he is connected to. Trustees discussed the importance of focusing on the official signatory of each document and noted that this may be a question for the City Solicitor. Mary suggested that any questions or concerns be addressed to the City Solicitor and revisited at the February 2026 meeting. Nick and Lisa will also connect after the meeting to review role requirements and expectations.

The Trustees agreed to revisit this in the February 2026 meeting.

- 2. Meeting minutes review and approval for December 11, 2025.** The draft December 11, 2025, meeting minutes were inadvertently omitted from the January meeting materials. These minutes will be circulated alongside the January minutes and brought forward for approval at the February meeting.
- 3. Financial Report(s) review: Community Preservation Act (CPA) account and non-CPA account.** Staff reported that the non-CPA account received One linkage payment was deposited in December. As of January

Posted: 1/6/2026, 12:00pm

1st, the non-CPA Trust funds available for new commitments, excluding the remaining balance of the Early Acquisition Fund, totaled \$13.8M. The remaining balance of the Early Acquisition Fund, previously \$49,727, has been allocated to the Broadway housing project and to be reflected in the revised January financial statements.

The CPA account reflects limited activity aside from accrued bank interest. However, as of January 1, the amount of Trust CPA funds available for new commitments totaled \$5.3M.

Staff announced that the CPC is considering distributing an additional \$1,167,395 to the Trust next month based on an amended budget and updated revenue estimates. This distribution is not yet finalized. Mary inquired whether this is beyond the usual 40% allocation; staff confirmed it is within the standard allocation.

Mary made a **motion** to approve the financials reports for December noting that adjustments will be made to the non-CPA financial report to reflect the \$49,727 that has been allocated to the Broadway housing project. Diane seconded the **motion**, which passed **unanimously** by roll call vote.

4. Ongoing Business

- **FY26 Housing Assistance RFPs update.** By December 31, 2025, deadline, the Trust received four proposals from SCC, SHC, CAAS, and RESPOND, an increase from the original October submissions. Staff are reviewing the proposals and preparing a summary chart and scoring overview. Materials will be shared with Trustees for review and discussion at the February meeting.
- **Open Trustee position update.** Four applications were received for the open non-profit Trustee position by the December 31, 2025, deadline, compared to one application during the initial posting period.

Applications were forwarded to the Mayor's Appointments Advisory Committee. Interviews are tentatively scheduled for March 18, 2026, with an informational session on March 4, 2026.

Mary suggested inquiring whether applicants for the open non-profit position would also be interested in applying for the City Resident vacancy. Alba noted she will forward the vacancy announcement to SCLT to gauge interest. Staff will forward Cassie's resignation email to the City Clerk and begin preparing the advertisement packet.

5. Adjournment

The meeting was adjourned at 5:50pm

Documents distributed:

- Financial Reports for December 2025 (CPA and non-CPA)