City of Somerville
Community Preservation Committee

Minutes

June 24, 2026

Members Present:	Ryan Kiracofe, David Turin, Eric Parkes, Jon Bronenkant, Michael McNeley, Joe Capuano (arrived late), Rona Fischman (arrived late)
Members Absent:	Mary Jo Bohart, Carlos Ayala
Staff Present:	CPA Manager Roberta Cameron; OSPCD Director of Finance Alan Inacio
Others Present:	Lisa Ann Davidson, OSPCD Housing Director; Sheniqua Roper, Housing Coordinator

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The Community Preservation Committee (CPC) virtually held its monthly meeting at 6:30 pm on the Zoom Webinar platform in compliance with Chapter 2 of the Acts of 2025 regarding the Open Meeting Law.

Roll Call
Chair Kiracofe opened the meeting at 6:30. He reminded everyone that the meeting was being held virtually and being recorded in accordance with Chapter 2 of the Acts of 2025. CPA Manager Cameron called the roll.

Agenda Item 1: Approval of Meeting Minutes
Member Parkes moved to approve the meeting minutes from 5/27/2026, seconded by member McNeley. The motion passed 6-0.

Agenda Item 2: Presentation of Affordable Housing Trust Annual Report
Housing Director Davidson and Housing Coordinator Sheniqua Roper introduced themselves. Roper gave a presentation describing the annual report for the Somerville Affordable Housing Trust. She gave an overview of the Trust's activities over the past fiscal year.

Member Turin asked what were the one-time transfers shown in the report. Director Davidson explained that a transfer of $8M came from funds left over from the Green Line Extension, $2M was transferred from Free Cash to support some housing stability programs, and $3.5M was transferred to carry out rehab work on 100 Homes properties.

Chair Kiracofe asked what the application process is like for new developments – how the developments come to the Trust, and if the selection process is competitive. Davidson explained that the Trust Fund has a rolling application process for development projects. Applications are submitted with a complete proforma and the AHT and staff evaluate if it is a viable project. The Trustees then determine which of the Trust's funding sources to allocate it from. Davidson clarified that the Trust provides gap funding after determining how much funding is available from other sources.

Member McNeley shared that as a member of the Planning Board he has observed more public comment expressing that people can't afford to live in Somerville and are looking for how to make more housing affordable. He then asked for elaboration on how CPA funds are being used. Davidson reviewed a list of housing programs and projects funded in FY26 and explained that the Trust applies funding toward projects from its CPA- and non-CPA accounts based on availability of funds. Roper added that the tables in the report were prepared a month before the end of the fiscal year, and additional commitments have since been made. Davidson offered to follow up and provide updated numbers after the end of the fiscal year.

Davidson observed that subsidies per unit are running over $200-300,000, depending on the project. She listed some upcoming projects in the pipeline which will be requesting larger sums of AHT funding. Davidson noted that as the volume of development in the City is down overall the AHT revenues from Inclusionary and Linkage Payments is lower, which makes CPA a more important source of funding for affordable housing.

Turin suggested that the timeline for future annual reports should be adjusted so that it can be delivered after the end of the fiscal year. Cameron recalled that the CPC had asked for more frequent updates than one per year, and thus she provided a template for three one-page quarterly updates as well as an annual report, and she offered that the cycle could be shifted to have the annual report be presented in January looking back over the past fiscal year. Davidson agreed that January would be preferable. She noted that the AHT is concurrently working on collecting more data from the programs they're funding which will make frequent reporting easier to fulfil. [35:58]

Parkes asked whether CPA funding comes with any different requirements from other sources of AHT funds. Davidson reported that there is no difference, as the AHT is now under the same regulations as the CPA in terms of how funds can be spent except that non-CPA funds can serve households up to 110% AMI while CPA funds can only serve households up to 100% AMI. In the past there used to be more flexibility for non-CPA dollars. By contrast, federal funds used by the Housing Division have completely different regulations. It was noted that CPA funds must be tracked separately from funds from other sources because of state reporting requirements.

Turin asked whether there is a requirement for CPA funds given to the AHT to be spent within a certain length of time. Cameron responded that there is not a time limit for Trust funds.

Agenda Item 3: Review of FY27 Admin Budget

Cameron pointed out that a memorandum included in the meeting packet describing errors in the budget submitted to City Council was largely retracted because she was able to confirm that City Council had, in fact, received the correct budget recommended by the CPC. She acknowledged that she did make one error which was that she had overestimated the debt service payments for housing and historic preservation, and she will submit a correction for the CPC to vote on later in the year.

Cameron discussed the administrative budget showing how the administrative funds are anticipated to be spent in the upcoming year. Some anticipated expenses this year include new signs, dues and memberships, and consulting projects, in particular an on-call historic preservation consultant to assist with monitoring and contributing a portion of funding for a cultural heritage (i.e., historic preservation) plan to help guide historic preservation funding priorities. This plan would be coordinated with the Planning Division (using additional non-CPA funds) to recalibrate historic preservation regulations that align with investment priorities.

Cameron further reflected that in the coming year it may be appropriate for the CPC to review its policies with respect to how CPA admin funds are spent.

Adjournment
McNeley moved to adjourn the meeting, seconded by Parkes. The motion passed unanimously, 7-0.

Documents and Exhibits

1. Agenda
2. Draft Minutes 5-27-26
3. Affordable Housing Trust Annual Report
4. Affordable Housing Trust Presentation
5. CPA Budget Correction memorandum
6. CPA FY27 Admin Budget
7. FY27 CPA Financial Workbook
8. CPC 2026 Calendar

Minutes prepared by Roberta Cameron