

CITY OF SOMERVILLE, MASSACHUSETTS
SOMERVILLE AFFORDABLE HOUSING TRUST FUND
JACOB D. WILSON
MAYOR

Nick Pittman, Managing Trustee

Trustees
Lisa Davidson
Councilor Emily Hardt
Diane Cohen
Andrea Shapiro
Mary Cassesso

SAHT MEETING MINUTES
Thursday, July 9, 2026 | 5:15 p.m.

Trustees attending: Nick Pittman, Alba Solis, Lisa Davidson, Councilor Emily Hardt, Andrea Shapiro, Mary Cassesso

Staff attending: Sheniqua Roper (OSPCD Housing Division)

The meeting commenced at 5:15 p.m., with Nick Pittman serving as chairperson.

1. **Meeting Minutes Review.** The draft June 11, 2026, meeting minutes were reviewed and approved.

Diane moved to approve the June 11, 2026 meeting minutes. Mary seconded the motion. The motion passed unanimously by roll call vote.

2. **Finance Reports Review.** Staff presented the June 2026 CPA and non-CPA financial reports. The CPA report reflected an available balance of approximately \$3.58 million for new commitments after accounting for outstanding commitments. The non-CPA report reflected approximately \$3.48 million available for new commitments. During the presentation, staff explained that internal accounting entries had been incorrectly recorded as expenditures rather than revenue and that transfer requests had been submitted to correct the entries. Trustees also noted clerical errors, including incorrect reporting dates, and discussed the importance of documenting the accounting adjustments within the reports for the public record.

Lisa moved to table approval of the June CPA and Non-CPA financial reports until the August meeting, allowing staff time to correct the accounting entries and update the reports. Mary seconded the motion. The motion passed unanimously by roll call vote.

3. **Ongoing Business**

29 Cross Street Project Update. Staff announced the upcoming ribbon-cutting ceremony for the 29 Cross Street development and informed Trustees of a groundbreaking ceremony for the 299 Broadway/15 Temple Street project. Lisa Davidson provided an update that construction at 29 Cross Street had been completed, with only minor punch-list items remaining before certificates of occupancy are issued. Leasing is anticipated to begin in August, with three families already identified for occupancy.

FY26 CPA Annual Report Recap. Staff summarized the Affordable Housing Trust's presentation to the Community Preservation Committee regarding the FY26 CPA Annual Report. The presentation included an overview of CPA-funded housing developments, housing assistance programs, Trust funding capacity, and the multi-year nature of affordable housing financing. Staff noted that the report reflected activity only through May 31, 2026, and therefore did not include the June approvals for the Mount Vernon Collection or Clarendon Hill Phase II. Staff will coordinate with CPC staff to provide updated information regarding Trust balances and funding capacity.

Open Trustee Position Update. Staff reported that the Confirmation of Appointments and Personnel Matters Committee voted to recommend the appointment of Jurett Moultrie-Weathers to the City Resident Representative

seat. The nomination was forwarded to the full City Council for consideration. Staff also provided an update on the remaining nonprofit representative vacancies and thanked current Trustees for agreeing to continue serving until the vacancies are filled to maintain quorum. Staff agreed to provide Trustees applications for the recommended candidate.

4. **New Business**

Assistant Managing Trustee. Staff initiated discussion regarding the vacant Assistant Managing Trustee position and suggested postponing an election until September to allow newly appointed Trustees an opportunity to participate. Trustees discussed the timing of the election, eligibility requirements, and the importance of maintaining leadership continuity. Trustees reached consensus to defer consideration of the position until a future meeting.

FY27 Staff Salary Adjustment. Staff informed Trustees that the Housing Division position supporting the Trust would receive a salary adjustment in Fiscal Year 2027. As in prior years, the Trust's contribution would continue to fund ten percent of the position. Final salary figures were not yet available, and staff indicated that a memorandum would be provided once finalized. This item was presented for informational purposes only.

Trustee Orientation Presentation. Staff presented a draft Trustee Orientation Presentation developed to provide standardized onboarding materials for future Trustees. Trustees praised the presentation's organization and usefulness and recommended distributing it in Microsoft PowerPoint format to facilitate comments. Additional suggestions included incorporating onboarding requirements such as conflict-of-interest training, ethics requirements, and other orientation materials. Staff agreed to revise the presentation and circulate an updated draft for Trustee review before finalization.

5. **Adjournment.** Meeting concluded at 5:45 PM

Documents distributed:

- June Meeting Minutes
- June CPA & Non-CPA Financial Report
- Trustee Orientation PowerPoint Presentation