Minutes
May 11, 2017 Meeting – 6:15 PM
City Hall, 3rd Floor Conference Room
93 Highland Avenue, Somerville, MA 02143

Trustees present: Mary Cassesso, Lisa Davidson, Mike Feloney, Donna Haynes, Danny LeBlanc, Beth Munroe-Howe, Martin Polignone, and Andrea Shapiro

Others in attendance: There was one member of the public in attendance.

Clerk to Trust: Heidi Burbidge, City of Somerville Housing Division

The meeting began at 6:15p.m. with Mary Cassesso serving as chair.

1. *New Business*
   - Review of Minutes from April 13, 2017 Meeting

   Trustees reviewed minutes drafted by Heidi Burbidge. Danny LeBlanc introduced a **motion** to approve the April 13, 2017 Meeting Minutes with a second by Martin Polignone. The motion PASSED 8-0.

2. *Follow-up from prior meeting(s)*
   - Further consideration of SAHT 2017 CPA Housing Project proposals

   Danny LeBlanc and Mike Feloney provided updates regarding the Clarendon Hill project. SCC and POAH are working to address issues that have been identified during the City and public review process. Areas of review have included unit mix, building height, density, parking, site circulation, integration of the development into the neighborhood and traffic. After asking design/development team to consider ways to reduce size of some buildings and increase number of buildings in an effort to break down overall scale and enhance connections between site and neighborhood, Planning staff most recently provided sketches to illustrate design goals underlying prior feedback. Design and development team are working with the City to address feedback and/or incorporate it to extent feasible.

   Regarding neighborhood traffic concerns, the City has explored possibility of reconfiguring the traffic circle at Alewife into a t-shaped intersection and straightening State Route 16 at Powder House Blvd. The redevelopment of the Clarendon Hill project presents an opportunity to coordinate these improvements with the construction at this site. The City has reached out to DCR as a first step in identifying potential state assistance for traffic improvements.

DHCD expects to know by July whether $7 million in federal Moving to Work funds can be used as a resource to fund tenant relocation costs associated with the project. These funds would be in addition to $10.5 million in capital funds DHCD has conditionally awarded the project.

Discussion of the Clarendon Hill project request to the Trust for CPA funds prompted review of the CPA/Trust budget model that Viva Consulting helped develop. Mike Feloney walked through bonding scenarios requested at the April meeting. A goal in making those requests was to take costs of future phases of the projects into account, in considering the amount of a bonding request to make this year. A bond that would accommodate future project requests to cover upcoming phases of development would help avoid or at least mitigate transaction costs and time associated with multiple, smaller bond issuances. Based on discussions in April, three additional scenarios were presented that include total bonding at 4 million, 8 million and 16 million this year.

Overall costs for Clarendon Hill including the next phase are estimated to be $6 million. Costs for 100 Homes are expected to be $10 million for an additional 80 units. Mary Cassesso suggested that further analysis be conducted to incorporate non-CPA Trust sources in funding the request. Andrea Shapiro noted that it is more difficult to project Trust sources past 5 years than for CPA appropriations; the $869,625 Partners annual linkage payment that is for a 5 year period beginning in FY16 will end in FY20.

Discussion turned to preparations for the upcoming May 24th CPC meeting. Trustees requested that staff review additional options prior to presentation to the CPA, including extent to which committing Trust and potentially other funding could reduce overall need for bonding It was suggested that the presentation highlight the major opportunity these projects present in terms of the number of units and their potential impact. Mike Feloney will take lead on presenting to the CPC and coordinate with Scott Hayman from SCC, who is available to attend. Trustees who may attend include Mary Cassesso, Lisa Davidson, Donna Haynes and Danny LeBlanc.

Danny mentioned City transfer fee proposal that is being discussed by the City and housing advocates that could provide additional funds for affordable housing projects in the future.

- Review of updated CPA/Trust multi-year budget projection information

  See preceding discussion, which encompassed this item.

- Further consideration of SAHT 2017 CPA Housing Program proposals

  Before Lisa Davidson recused herself for discussion of the Housing program proposals, Andrea requested that Trustees discuss FRIT's request for a waiver for inclusionary requirements for the project now in development in Assembly Square and requested an update on status of Trust housing program contracts and Trust ordinance and by-law issues. On the former issue, Mike noted that the City itself has remained neutral in regard to it.

  On contract status, Heidi Burbidge noted that all contracts voted for approval during the most recent Housing Program NOFA remain in process. Two additional contracts that are in preparation include Tenancy Stabilization and CPA-funded contracts approved in 2017 for Leasing Differential and PASS. Heidi noted that the first two contracts were just about complete, and that subsequent ones should proceed more quickly as issues associated with new contract language are clarified and resolved.

  In FY17 the City's Purchasing department introduced a new template for all contracts, which has necessitated several rounds of revision to clarify issues identified by CASLS staff in reviewing it.

Revisions made to the template include: General terms and provisions that were amended to protect confidential client files; clarifications regarding the components of a complete invoice; and progress reports will collect information that will allow staff to track SAHT goals. Several references to Somerville City Code of Ordinance were corrected and conflict of interest reporting requirements also required adjustment.

Regarding housing support program funding, Trustees requested that the Trust's June meeting agenda include follow-up to the April 13th discussion with OSPCD Director Michael Glavin about housing support grants.

On housing program requests, Heidi provided an update on conversations with Wayside staff seeking information in response to questions from Trustees about the ShortStop Leasing Differential request for $25,000 in CPA funds. Because there was not enough information available the item was postponed to the next meeting. At the March meeting, Trustees had requested that staff contact Wayside to clarify its expectation that Trustees did not view CPA funds as a recurring source to fill a gap in an operating budget. Trustees requested further explanation of any limits that HUD places on funding to ShortStop and how HUD's award is set.

Trustees discussed the two CPA requests from SHC for the Leasing Differential program and the PASS program. A question was raised on whether the average annual subsidy per person is increasing. Staff will follow up to check.

Danny LeBlanc introduced a **motion** to approve the requests from SHC for $41,976 in CPA funds for the Leasing Differential Program and $93,728 in CPA funds for the PASS 3 program, with a second by Donna Haynes. The motion PASSED 8-0.

3. *Announcements*:
   - May 24th CPC meeting, 6:30pm

   - May 6th MHP Trust seminar

*The meeting adjourned at 7:55pm with a **motion** from Donna Haynes seconded by Danny LeBlanc and adopted 8-0.*

Documents distributed
   - Draft April 13, 2017 Minutes
   - CPA/Trust multi-year budget projection with bonding scenarios