

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

*JOSEPH A. CURTATONE*

*MAYOR*

*Mary Cassesso, Managing Trustee*

***Trustees***

Michael Feloney  
Donna Haynes  
Beth Munroe-Howe  
Daniel LeBlanc  
Eleanor Rances  
Andrea Shapiro  
Lisa Davidson  
Mark Niedergang

**Minutes**

**November 12, 2015 Meeting – 6:15 PM**

City Hall, 3<sup>rd</sup> Floor Conference Room  
93 Highland Avenue, Somerville, MA 02143

Trustees Present: Michael, Donna, Beth, Andrea, Mark, Daniel, and Eleanor

Guests Present: Brooke Schwantz, Tufts UEP student; Betsy, Tufts UEP student; Scott Hayman, Director of Real Estate, Somerville Community Corp (“SCC”).

The meeting began at 6:15 PM. *Andrea served as chair.*

*New Business*

1. Reading and Approval of the October 8, 2015 meeting minutes.

A motion was introduced and PASSED 6-0 to approve the October 8, 2015 meeting notes.

*Scott arrived at 6:20 pm after the approval of the minutes to present the next agenda item.*

*Michael arrived at 6:22 pm after the approval of the minutes as Scott began his presentation.*

2. SCC to present possible program for state Housing Preservation and Stabilization Trust Funds (“HPSTF”).

Scott shared information with Trustees about the state’s HPSTF program and that the program is designed to serve households with very low income. It is a more rare funding opportunity and comes up once every few years. The potential program for submission to the state for consideration would be to acquire up to 6 units of housing and that the Somerville Homeless Coalition would be the service provider. If SCC were to apply, they would likely request from the Trust \$650,000. A pre-application is due tomorrow, and if the state invites SCC to continue the application process after the pre-application, a full

application is due mid-December. If SCC were to apply, they would need to show evidence of municipality/Trust support and commitment. Scott clarified the following:

- a. The \$650,000 would not be repaid; they are looking for a forgivable grant over a period of time.
- b. For local support, SCC is looking to determine if the Trust would be interested in SCC pursuing this opportunity and submitting a pre-application. If the state invites SCC to submit a full application after a review of the pre-application, SCC will come back to the Trust in December for a request for funding and a commitment letter. There is no guarantee the state will ask SCC to submit a full application.
- c. There is no pre-development request for this project.
- d. As to the high subsidy cost per unit, the acquisition costs are very high in Somerville, from \$250,000 to \$350,000 per unit and the goal is to stay south of \$400,000 per unit.
- e. Goal of program to keep those households at risk from becoming homeless.

*Scott left at 6:45 pm.*

*Danny recused himself from the discussion by the Trustees, and left the room at 6:45 pm.*

Discussed that should funding be difficult, the Trust could go back to the Community Preservation Committee and request consideration for additional funding over the 45% allocation. There was also a discussion of the need to think about funding leverage for development projects. An additional request was for City staff to bring a handout on funding available for commitment to the next meeting.

A motion was introduced and PASSED 6-0 for the Trust in principal to support SCC submitting a pre-application for the program, with a recusal from Danny.

### 3. Review six responses to Trust Request for Information (“RFI”)

For next year, further clarification should be provided when the RFI goes out – it seemed there was some confusion around the RFI and the Trust’s annual NOFA for innovative housing programs. One of the responses, for exploring an emergency housing shelter for families with children in the Somerville school system, appeared to be in the beginning stages of exploring it as a possibility and did not seem ready to fund (site identified, site control, staffing, etc).

### 4. Review CPA application form

City staff will email the forms to Trustees for review in advance of the next Trust meeting.

Handouts at this meeting: DOR CPA project eligibility matrix; the RFI cover letter and form; 6 RFI responses – two from SCC, one from the homeless task force group, one from the Haitian Coalition, one from the Community Action Agency of Somerville and one from Wayside; and the program application form.

*The meeting adjourned at 7:16 pm.*