

## **Housing @ Hildreth House Committee (H@HHC)**

### **Meeting Minutes – March 2, 2017**

*Members Present:* Hank Fitek, Rick Maiore, Fran Nickerson, Victor Normand, Lucy Wallace

*Guests:* Bill Scanlan, Planner

Meeting was convened at 9 AM.

Updates.: Rick Maiore reported that TTI had been to the site to collect information in preparation of attending our meeting on March 16<sup>th</sup> with several conceptual ideas for developing housing. He asked and the Committee agreed to meet at 8 AM that day. He also reported that Pablo Carbonell had agreed to join the Committee; Lucy Wallace confirmed that the Selectmen had appointed him at their meeting on February 28<sup>th</sup>.

Tasks: At the last meeting Rick had distributed a proposed outline of tasks and targeted completion dates. He suggested that if two people took a specific task they could work on it outside the constraints of the open meeting, but would report back to the entire Committee at our regular meetings.

*Task 1 – Housing Specifications:* Fran Nickerson and Hank Fitek volunteered for this task. They will review and provide guidance on the size of the units, number of bedrooms, and other design considerations. Victor Normand asked for confirmation on the sewage capacity of the site and number of bedrooms or units that would accommodate. According to Bill Scanlan, 2-bedroom, senior housing is permitted by DEP at 150 gal/day. Rick added that the Sewer Commissioners were estimating 3,000 gal/day for this project. Fran advocated against 3-bedroom units, instead suggested 2-bedroom with a den would probably be more in keeping with senior needs. It was agreed that it would be important to reach out to seniors once there were some general concept plans for site development and number and size of units. Lucy suggested attending the COA lunches on Tuesday and Thursday, as well as men's and women's coffees on Wednesday and Friday.

*Task 2 – RFP:* Victor and Bill volunteered for this task. It was agreed the RFP should be market-driven, as opposed to setting numerous criteria to be met. Victor asked about the cost of sewer hook-up and if it would be waived. Again, the consensus was the \$3,000/unit fee should not be waived. However, as it would be good to keep on-going maintenance costs down, Rick advocated for the driveway being designed to be acceptable for transfer to the town for plowing. Lucy wondered if the entire site, excepting the footprint of the Hildreth House, its extension and access drive, be held out as under town ownership. How much of the site is conveyed will ultimately be decided by the preferred development scenario.

The remaining tasks will be assigned at future meetings as needed.

Reports: Rick will make monthly reports to the Selectmen, as he did with the Town Hall and Hildreth House projects. His first report will be at the Selectmen's March 7<sup>th</sup> meeting. Depending on the level of information we have by the end of March we could present a brief oral report to the Annual Town Meeting on April 1<sup>st</sup>. Lucy felt we should plan on at least providing a printed report.

Minutes: The minutes of the February 21, 2017 meeting were approved as written.

The meeting was adjourned at 9:30 AM.