

**Harvard Municipal Affordable Housing Trust
Meeting Minutes – June 15, 2015**

Members in Attendance: David Hopper, Evelyn Neuburger, Leo Blair, Barbara Brady, Greg Schmidt, Manny Lindo. Invited guests- Rhonda Sprague, realtor, Daniel Gainsboro- Devens Village Green, LLC

The meeting was called to order at 7:00.

Approval of Minutes: Blair moved to accept the minutes of the May 11 meeting as written. Lindo seconded. Motion carried.

Blair moved to accept the minutes of the May 18 meeting as amended. Lindo seconded. Motion carried.

CPC Funding: Requests for funding need to be submitted to the CPC by September 25. The Trust can request at least 10% of monies collected by the town CPC tax. The chair will fill out the application requesting the 10%.

Grant Road Update: The agreement needs to be signed and presented to the Board of Selectmen tomorrow night. Hopper and Blair met with Dan Gainsboro, Rob Marston and Neil Angus to draft a memorandum of understanding between the Trust and Devens Village Green. The memorandum outlines the parameters set forth by the Trust for funding of the project. The project must adhere to Trust terms and conditions. Housing would count as part of Harvard's subsidized housing inventory. DEC recognizes the agreement. Hopper is waiting for a letter from DEC formally acknowledging the agreement. The agreement letter and packet containing exhibit was reviewed by the Trust. Hopper shared that town council had seen the letter and suggested that an option be included allowing for the drafting a more formal agreement. Members of the Trust agreed that a more formal agreement is not necessary. There were several changes and additions to the wording of the letter.

Blair moved that the Chair be authorized to sign the revised agreement and transmit it electronically to Julie Doucette at Town Hall and to the Harvard Board of Selectmen. Hopper seconded. Motion carried.

Treasurer's Report: Hopper reminded the Trust of the need for an audit and the need to find an auditor. The chair will search for an auditor. Blair moved that the Treasurer's report be accepted as submitted. Brady seconded. Motion carried.

RFP: The Trust received one response.

Hopper moved that the Trust move to Executive Session for the purpose of discussing the purchase, exchange, lease or value of real property as an open meeting may have a detrimental effect on the negotiating position of the public body. Lindo seconded.

Roll call vote:

Schmidt – Aye	Lindo – Aye
Hopper – Aye	Neuburger – Aye
Barbara Brady – Aye	Blair – Aye

Motion carried.

Trust membership: There was a brief discussion about membership for the coming year. Both Hopper and Brady are stepping off the committee. The Trust thanks them for their service. The roles of Chair and Treasurer will be discussed at the July meeting along with possible candidates to fill vacancies.

The Chair shared that he had received a letter from the Attorney General concerning a complaint. The original complaint was not filed with the Attorney General's office. Due to the complainant missing deadlines the complaint is considered null and void.

Blair moved to adjourn

Hopper seconded.

Motion carried.

Meeting adjourned at 8:05 pm.