

**Harvard Municipal Affordable Housing Trust
Meeting Minutes – May 27, 2014**

Members in Attendance: Greg Schmidt, David Hopper, Barbara Brady, Evelyn Neuburger, Bruce Nickerson, Leo Blair

Guests From Harvard Council on Aging: Hank Fitek, Connie Larrabee, Carlene Phillips, Pam Frederick, Fran Nickerson

Call to order: The chair called the meeting to order at 7:02 pm

Approval of Minutes: Schmidt moved to accept the minutes of the last meeting. Neuburger seconded the motion. The motion passed: 4 ayes, 2 abstentions.

Treasurer's Report: Addition of EOY 2013 interest and \$5,000 added to the account from the April 2014 sale of a unit. On the expenditure side there are two mortgage interest payments. Hopper is still tracking the tax abatement money. Nickerson turned in the check to be credited to the committee account but it appears the town has no record.

Susan Buck will forward an invoice to Hopper.

Blair moved to accept the Treasurer's report. Schmidt seconded. The motion passed unanimously.

Discussion with Council on Aging: The discussion began with a status update on the Poor Farm development. The project timeline was explained. This is a first time experience for the committee and thus, there is a learning curve. The role of the Trust was clarified. The Trust is not the developer. Plans will be the responsibility of the developer.

The COA also shared concerns about senior housing. There is not enough affordable housing for those senior wishing to own property in town. In 2012 20% of Harvard's population was over 60. By 2020 it is projected that 1 in 3 residents will be a senior. Blair suggested that the COA quantify data in regards to the needs of senior residents and what would be considered affordable. This information could help the Trust when pursuing other opportunities; targeting needs and developers that can fill those need.

The discussion turned to the development of the land at Hildreth House. The project had been shelved for several possible reasons including limited sewer capacity and limited financial feasibility. There is now more clarity on sewer usage which could affect future development.

Discussion of Preliminary draft of RFP: The discussion began with Nickerson asking if there were any significant deletions. It was evident that line by line editing in a meeting would be time consuming. Blair suggested a subcommittee of three compile and edit the document. The subcommittee will consist of Schmidt, Brady and Hopper.

Timeline: 5/31 draft completed

6/2 draft to Lanza for review (with a return expected by 6/9)

Upon return post draft to town website

Post next meeting with discussion and vote on RFP on agenda. Date 6/16 –this will be the public hearing.

Abutters will need to get a notice. Blair will arrange with Julie Doucett to send an email to any abutters.

Site tour and briefing with Ross & Associates. Hopper and Bready will index dates based on RFP and arrange briefing.

All proposals should be in by mid-September

Corbett Property: Hopper read an email from Ross & Associates about previous testing on the land. The area tested was not found favorable. This information will not be part of the RFP but will be shared with developers. Blair would like to walk the Corbett land. Nickerson will connect Blair and Corbett to get permission.

Other Business: Schmidt raised some questions on the position of Chair for next year. A new chair will be voted on at the first meeting held in July. Schmidt is considering the position but had concerns about his lack of experience. The concern was not shared by others as the committee acts as a team. There was a brief discussion on the need for a vice chair.

Blair moved to adjourn. Schmidt seconded and the motion passed unanimously. The meeting adjourned at 8:48 pm

Next meeting: June 16, 2014, 7 pm