

**AFFORDABLE HOUSING TRUST FUND BOARD
MINUTES
TUESDAY, MARCH 8, 2022
6:00 P.M.
ZOOM MEETING ID: 976 5141 5842 PASSCODE 327258**

2022 MAR 19 PM 3:20

Meeting Called to Order 6:09

- I. Calling Roll of Members
Present: Alexis, Gary, Teri, Ned.
Staff: Alex, Desirae, Christine M. (MHP)
- II. Approval of the Minutes of the Previous Meeting – no official meeting held.
- III. Communications – Desirae: all members should have received an email from ahtf.chelsea@gmail.com
Although it is not fully populated this is where all materials from each meeting will be contained in addition to Board finances.
- IV. Public Comments – n/a
- V. New business
 - a. Chelsea Land Trust Presentation
Unfortunately, the CLT requested that translation services be added to the meeting; however, it would have required a new zoom meeting link and the agenda was already posted. Meeting will be moved to next month.
- VI. Old Business
 - a. Senior Home Improvement Program – the RFP for this program has been issued in order to identify a program consultant. Based upon responses we hope to have this program released by mid-April.
 - b. Orange Street Property Update 6:13
 - i. Before issuing the RFP we would like to have an evaluation committee assigned.
Established members of the evaluation committee:
 - City Councilor, preferably in district
 - Steve Laferriere, housing expert (TND Director)
 - Procurement Officer (Buba)
 - Board Member: Alexis
 - Up to 2 H+CD Department staff.

RFP 6:15 – has been received from Christine M. at MHP. It encompasses everything discussed at the January meeting except the W/MBE preference, which can be added. Once the City Solicitor approves final it can be released for responses. Christine has some baseline proforma calculations

to share with the Board. Board and Christine workshop the proforma to align the unit sizes and estimated sales prices (see draft attached). Alexis will share Everett sales prices.

Desirae and Alex share out the variety of funding options for this project.

North Suburban Consortium (HOME funds), Community Preservation Committee,
MassHousing Neighborhood Stabilization Program (details attached)

Based upon the financing gaps, Ned proposed a flat commitment of AHTF funds at \$500,000 to the project. All in favor.

Closing Comments 7:02

Gary: info on retreat is coming soon, we will also be rescheduling the CLT meeting for next month.

Gary: proposes meeting end at 7:03. Ned and Teri second.

2022 JUL 19 PM 3:20