

Norfolk Municipal Affordable Housing Trust

Meeting Minutes

March 21, 2013

Room 124 @ Town Hall

Present: Bill Crump, James Lehan, Tom Cleverdon, Scott Dittrich, Bill Conklin, Sandy Smith and Susan Jacobson.

Scott opened the meeting at 12:05.

Scott Dittrich and Bill Conklin attended the Random Smile Gala. It was a great event. Scott Dittrich presented the appreciation plaque to Paul Molla.

Susan Jacobson provided an update on the properties and informed the Trust that the buyers of 25 Boardman Street were looking for an extension until April 26, 2013.

A motion was made by Bill Crump to extend the purchase of the home until 4/26/2013. It was seconded by Jim Lehan and it **was so voted**. All were in favor. An amendment was made to comply with the buyers request to extend the closing date until April 26, 2013.

Susan Jacobson informed the trust that Craig Hurder would like to put up a bond instead of an additional \$10,000 for the landscaping of 25 Boardman Street and 24 Mirror Lake.

A motion was made by Jim Lehan to approve a bond to cover the cost of landscaping. It was seconded by Bill Crump and it **was so voted**. All were favor.

**Potential Purchases:**

Susan Jacobson set up appointments for the following home showings:

39 Everett Street 9:30 Saturday -- 24 Fleetwood Drive 11:00 Monday.

Scott Dittrich discussed a home that he was contacted about located at 10 Harlow Street for \$129,000. It overlooks Lake Populatic. The Trust was not interested.

We will have a brief meeting on Tuesday April 2, 2013 at 4:00 pm. We will have answers on two properties.

Jim Lehan has made significant progress on the Business Operation Manual and will meet with Susan Jacobson to get the final materials together.

Jim Lehan wanted to discuss the property located at 10 Hemlock Road. Jim Lehan spoke with Larry Mitchell yesterday and he mentioned the property that was discussed on April 17, 2012. It is not a

confirming lot but we have a Bylaw that states a non-conforming lot can be used for an affordable home. Jim Lehan said we can do two things, 1) let the Town take the land and auction it as a non-buildable lot or 2) we make an offer on that property. NMAHT would condition it to perk and carry all of the permits necessary to build. Jim Lehan feels that it is a low risk property.

A motion was made by Bill Crump to make an offer on the Hemlock Street property subject to it being a buildable lot, perking, and ZBA approval for \$50,000. It was seconded by Tom Cleverdon and it **was so voted**. All were in favor. Bill Conklin will make contact with Mr. Mitchell.

A motion was made by Tom Cleverdon to accept the minutes of 2/27/2013 as written. It was seconded by Scott Dittrich and it **was so voted**. All were in favor.

Bill Crump asked what was happening with the down payment assistance program. Scott Dittrich said there is no plan to move forward at this time. CPC wanted the money to go directly to applicants with local preference and that is considered discriminatory.

Bill Crump inquired about the new school access road near the Grange. Jim Lehan said that there are 5 lots along the road and 2 on Geneva. Scott Dittrich does feel that we have a track record now and we may have a better chance of building a house there today than we did three years ago.

The next meeting will be held on April 2, 2013 at 4:00 p.m.

A motion to adjourn was made by Bill Crump. It was seconded by Sandy Smith and it was so voted. All were in favor.

Meeting adjourned at 1:30 p.m.

Respectfully Submitted,



Susan Jacobson/Affordable Housing Coordinator



Tom Cleverdon, Clerk

## Norfolk Municipal Affordable Housing Trust

The Norfolk Municipal Affordable Housing Trust ("NMAHT") generally meets on Tuesdays at 12:00 noon. NMAHT is presently made up of 7 members with one Selectman representing the town as prescribed by state law. The mission of NMAHT is to provide the Town of Norfolk with more affordable housing units. Presently, the town's affordable housing stock is approximately 3.2%. The state mandates that each community in the state shall have a minimum of ten percent (10%) affordable housing or be working toward that goal.

Affordable homes will all have a deed restriction making them affordable in perpetuity. Affordable homes will go to qualified working individuals and families who fall under state guideline income levels. Typically, the phrase "affordable housing" means total housing costs that are affordable (costing no more than 30% of income) for a family earning at or below 80% of the area median income (AMI). As an example, a family of four (4) is eligible if their annual income level does not exceed \$65,000. Household assets cannot exceed \$75,000.

The Trust is always looking at properties that could fit its affordable housing formula. Funding for the Trust comes from Norfolk's CPC, and sales of new condominiums on the hill overlooking the town center (\$10,000 per unit sold). Upon sale of houses purchased by NMAHT, funds will come back to the Trust to be used to purchase additional land or homes to continue NMAHT's mission. It is the goal of the Trust, to acquire, build, or retro-fit single family homes within the Town of Norfolk for the purpose of improving the affordable housing opportunities for those qualified residents interested in establishing housing within Norfolk.

### Accomplishments in 2012 through February 2013:

1. Purchased a 3 bedroom home in the Populatic Lake area and sold it through lottery.
2. Built and sold a home through lottery on the previous Gump Farm property located on Rockwood Road.
3. Sold a 3 bedroom home through lottery at 82 Main St. constructed in conjunction with Random Smile.
4. Purchased a 3 bedroom home through lottery located at 98 Cleveland Street, and will have a new family occupying the home in August/September 2013.
5. Purchased a 3 bedroom home through lottery on North St., and will have a new family occupying the home in August/September 2013.
6. Built and sold a new 2 bedroom home through lottery at 24 Mirror Lake, with closing to take place March 2013.
7. Built and sold a 4 bedroom home through lottery on the previous Gump Farm property located on Boardman Street to a family who is moving in April 2013.

8. 2 additional 4 bedroom homes will be built and sold on the previous Gump Farm property located on Medway Branch Street in late 2013.

NAMHT will be holding its second lottery in June of 2013 for existing houses and future developments for the following 15 months. This process is seeking qualified individuals for these homes.

Send to Marian

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