



HINGHAM AFFORDABLE HOUSING TRUST

DATE: Wednesday, December 14, 2022

TIME: 7:00 pm

PLACE: Remote Meeting via Zoom

Trust Members Present: Jack Falvey, Chair
Pamela Bates
Elizabeth Cullen
Liz Klein
Brigid Ryan

Trust Members Absent: Greg Waxman, Randy Winters

Staff Present: Jennifer Oram, Zoning Board of Appeals
Eleanor MacKay, Land Use & Development

Call to Order

At 7:04 pm, Chair Falvey called the meeting to order, read the Open Meeting Law statement, and asked whether anyone is recording the meeting. No response. The Town of Hingham is recording the meeting.

Minutes Approval – November 7, 2022, November 16, 2022, and December 1, 2022

MOTION: **P. Bates moved to approve the minutes with proposed edits for November 7, 2022, November 16, 2022, and December 1, 2022.**

SECONDED: L. Cullen
B. Ryan abstained as she was not present at the meetings.

ROLL CALL VOTE: P. Bates, aye; L. Cullen, aye; J. Falvey, aye; L. Klein, aye

4-0 MOTION CARRIES

Treasurer's Reports

➤ October and November 2022

Members discussed categorizing property expenses to either General Fund or Opportunity Fund.

- Permitted Opportunity Fund uses include:
 - Property improvements
 - Expenses that preserve the value of property or keep it habitable while renovating, selling, or getting the property ready for DHCD disposition
 - These include electric and heat utilities to keep it habitable, per the Zoning Bylaw
 - Property purchases
- General Fund use:
 - Lawnmowing and other similar expenses

The Treasurer summarized October and November fiscal year reports (July through November).

- Overall expenses \$47,102.20
 - Revenue received \$12,309.74 includes bank interest, but is mostly rental income
 - Interest rates have caused revenue to almost doubled each month
 - July 2022 through November 2022, the Trust spent \$34,792.46 over income
The spend is actually \$47,102.20 and offset by \$12,309.74 in income.
 - Subtract expenses for the heating system at Rhodes Circle, most expenses are utility expenses.
- The balance of three funds is \$974,294 (Opportunity Fund, General Fund, Cushing Street Fund).

MOTION: **B. Ryan moved to accept the October 2022 and November 2022 Treasurers'**

Reports.

SECONDED:

P. Bates

ROLL CALL VOTE:

P. Bates, aye; L. Cullen, aye; J. Falvey, aye; L. Klein, aye; B. Ryan, aye

5-0 MOTION CARRIES

Staff Update

➤ **Project Updates on All projects – Jennifer Oram & Eleanor MacKay**

29-31 Rhodes Circle

- MassSaves completed the installation work.
 - They noticed a pipe covered in asbestos although asbestos mitigation has been completed.
 - We have solicited and received two quotes to remove asbestos from the pipe.
 - Landscaping is complete.
 - The application has been with DHCD for approval for two months. The process is 2-4 months.
 - Everything is in place with lottery monitoring agent.
 - Lottery agent will retool pricing based on current interest rates provided by DHCD.
 - Lottery will remain open for 60 days while the agent qualifies applicants
 - In Quarter2, we hope that the property will sell, funds will be received by the Trust, and the property will be added to Subsidized Housing inventory.

270 Central Street

- Bid period closes this week. Land Use Dept. will update Trust on who has submitted a bid package through Project Docs.
- Seven or 8 firms showed up for two walkthroughs.
- A plumbing sub-bid came in with three quotes: \$30,000 and two ranged up to \$60,000
- Members discussed why the primary contractor wouldn't do sub-bidding for project portions.
- The rehab project remains on target to be completed in Quarter 2 2023

23 Ridgewood Crossing

- One of five bidders was selected (Champion was late to file but did bid on 270 Central Street).
- The bid package includes requirements for when construction must begin.
- Ms. MacKay is keeping Trust project managers up-to-date. Mr. Winters saw the bids, was involved in contractor questions and checking references, was a great help for a walkthrough, and will be involved during the construction phase.

499 Cushing Street is status quo.

➤ **Communications Update**

Ms. Bates will refresh the Communications slide deck in the new year.

➤ **Lincoln School – Elizabeth Cullen, Eleanor MacKay and Jennifer Oram**

- Window project in the 30 year old portion of the building
- Top-to-bottom windows in the older portion of the building do not open 4 inches from the sill
 - There is not enough air ventilation, the fourth floor is hot, there is one AC unit
- Land Use met with Lincoln Board of Managers, Matt Dillis, and Project Manager and company:
 - Window project 80% complete
 - A large punch list remains
 - Building Inspector and Project Manager will look at governors keeping windows closed at 4"
 - We were told governors were removed completely, but were only removed in bedrooms
 - Screens have been installed
 - Members discussed why childproof windows were selected. Land Use will confirm whether the child safety feature is necessary.

- The metal canopy system ties in with the building flashing. Canopies have not yet been ordered. Supply is at least an 8 week timeframe. Members discussed delaying the canopies until they have costs.
- There is a need to contain heat in the building for the residents.
- The Trust will receive ongoing updates from the Lincoln School Board of Managers.

Chairperson's Update

➤ 107 Main St. Update

- The Trust did not prevail on its further bid for the property. First bid was voted on and accepted by the necessary two-thirds majority among parishioners.
- Assuming the sale goes through, the buyer may be willing to discuss a sale of the parcel of interest with the Trust. We will be on the watch and have that conversation when we can.

➤ CPC Application – Fiscal Year 2024, Final Presentation January 4 and 5

- CPC met this week to discuss the various bids, presentations, and grant requests to date.
- They will meet twice in early January and then propose to Town Meeting how funds are allocated. The Trust will present at one of those meetings.
- CPC liaison to the Trust believes the Trust's application is complete.

➤ ADU Study Committee / Planning Board – Update

- Excellent turnout of citizens and interested persons at 11/21 Planning Board meeting
- The majority voted out for further Planning Board public hearings the Study Committee recommendation for a zoning bylaw amendment that permits ADU's in detached dwellings and without the familial restriction.
- There will be a broader public discussion early in 2023 to answer Planning Board questions. There should be multiple Planning Board meetings at which there will be presentation and discussion of the two changes and various technical specs around how ADUs should be permitted.
- The most significant issue from the Trust's perspective is whether to lift the familial restriction so ADU's are available to rent.
- Some Planning Board members are concerned about unforeseen consequences. There is a view that well-off homeowners may decide that an ADU is a potential revenue stream and thus it wouldn't be satisfying the "age in place" goal. Some older people may not be comfortable renting out a structure on their property. There is also concern that rents may not be affordable even for a very small dwelling.
- The Housing Plan tasks the Trust with seeking expansion of ADU availability as affordable housing. ADU's have been offered in many of our peer towns. As a result, we will be involved in the upcoming Planning Board process.

Property Acquisition Opportunities

➤ Report on market status

- Markets have slowed down during holiday months; not much inventory being added now
- Available homes are double the price the Trust is looking to spend
- Biggest challenge is to beat developers to the table when modestly priced in a nice area
- Members discussed looking for a different property profile than most first-time buyers, e.g. a fixer-upper, a small house on a busy street, or multi-family property

- Staff to review with Land Use Dept. buildable (not wetlands) Town owned property as Trust projects. Purchase or transfer of Town owned property requires Select Board approval and vote at Town Meeting

Trustee Comments/Updates - None

Votes Needed by the Trust

➤ **Approval of Legal Counsel Bill for October**

MOTION: P. Bates moved to approve the October 2022 payment for Dain Torpy law firm in the amount of \$880.00.

SECONDED: B. Ryan

ROLL CALL VOTE: P. Bates, aye; J. Falvey, aye; L. Klein, aye; B. Ryan, aye

4-0 MOTION CARRIES

At 7:55 pm, Liz Cullen left the meeting.

➤ **Approval of ProjectDog, Inc. invoice for e-bid for 270 Central Street**

ProjectDog is a bidding platform being used for the project at 270 Central Street.

MOTION: B. Ryan moved to approve Eleanor MacKay pay ProjectDog, Inc. in the amount of \$1,095.00.

SECONDED: P. Bates

ROLL CALL VOTE: P. Bates, aye; J. Falvey, aye; L. Klein, aye; B. Ryan, aye

4-0 MOTION CARRIES

At 8:04 pm, Ms. Cullen returned to the meeting.

➤ **Review quotes for asbestos abatement at 29-31 Rhodes Circle**

- Land Use recommended Banner as low bidder at \$2,250 to remove asbestos pipe insulation
- Banner is an environmental services team certified in asbestos abatement
- Prior contractor abated basement of asbestos but not the garage
- Land Use to research prior project scope and billing for asbestos removal
- Members recommended adding asbestos abatement to the project checklist for all projects.

MOTION: B. Ryan moved to approve Eleanor MacKay pay Banner in the amount of \$2,250.00 after researching the billing history to see whether there was previously a contractor tasked with abating all asbestos issues at 270 Central Street.

SECONDED: P. Bates

ROLL CALL VOTE: P. Bates, aye; L. Cullen, aye; J. Falvey, aye; L. Klein, aye; B. Ryan, aye

5-0 MOTION CARRIES

➤ **Vote to approve contractor for renovation at 23 Ridgewood Crossing, Unit #24 and to authorize the Chair to sign the contract**

- Low bidder is MJ Connors Co. of Hanson, MA at \$137,165.
- Base price is for renovation of home interior including second floor and first floor kitchen.
- Add alternate for a 12 foot by 12 foot deck on the back of the home which the condo association recommended to match other properties on site.

- Members discussed the Reference check responses from repeat customers: Plymouth Housing Authority, Father Bills, and Dennison residents all over \$100,000 projects.
 - Excellent references for quality of work, communication, held to budget
 - Select Board will vote after the Trust approves

MOTION: **B. Ryan moved to approve MJ Connors Company as the contractor for 23 Ridgewood Crossing and designate the Chair to sign any documents required to proceed.**

SECONDED: P. Bates

ROLL CALL VOTE: P. Bates, aye; L. Cullen, aye; J. Falvey, aye; L. Klein, aye; B. Ryan, aye

5-0 MOTION CARRIES

Administration

- Next Meeting – January 25, 2023

Matters not anticipated by the Chair within 48 hours of the meeting - None

Adjournment

MOTION: **B. Ryan moved to adjourn the meeting at 8:16 pm.**

SECONDED: P. Bates

ROLL CALL VOTE: P. Bates, aye; L. Cullen, aye; J. Falvey, aye; L. Klein, aye; B. Ryan, aye.

5-0 MOTION CARRIES

Respectfully submitted,

Dale Michaud
Recording Secretary

A complete meeting packet of documents used for this meeting can be found at the following link:
<https://www.hingham-ma.gov/960/HAHT-Meeting-Documents>

Documents Used for this Meeting:

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| <ul style="list-style-type: none"> ➤ Agenda 12/14/22 ➤ Minutes of 11/7/22, 11/16/22, 12/1/22 ➤ HAHT Monthly Treasurer Report October 2022 ➤ HAHT Monthly Treasurer Report November 2022 ➤ HAHT Treasurer's Report by FY October 2022 ➤ HAHT Treasurer's Report by FY November 2022 ➤ HAHT Lincoln School Windows October 2022 ➤ HAHT Lincoln School Windows November 2022 ➤ 29-31 Rhodes Circle Asbestos Pro Quote | <ul style="list-style-type: none"> ➤ HAHT Monthly Development Sources 23 Ridgewood Crossing ➤ HAHT Monthly Development Sources 270 Central Street ➤ HAHT Monthly Development Sources 499 Cushing Street ➤ HAHT Monthly Development Sources 29-31 Rhodes Circle ➤ HAHT Project Calendar ➤ Bid Register 23 Ridgewood Crossing ➤ MJ Connors References ➤ 270 Central Street ProjectDog Invoice ➤ 29-31 Rhodes Banner Environmental Quote |
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