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## Burlington Housing Partnership Committee

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### Meeting Minutes

March 7, 2023, via Webex

**Committee Members Present:** Kerry Donahue (KD), Chair  
Eileen Sickler (ES), Vice-Chair  
Henry Wu (HW), Secretary  
Michael Runyan (MR)  
Rita Shah (RS)  
Toni Ann Natola (TN)

**Other Attendees:** Shari Ellis (SE)

- KD called the meeting to order at 5:01 PM.
- **119 S. Bedford** – KD provided update that she received from John Danizio (JD). The bids to renovate the property are due March 8<sup>th</sup>. The Facilities Department will add the cost of material to the bid cost for an estimate to rehab the property. Four (4) bids have been received to date. John Danizio will the estimated cost to the BHPC to discuss and make recommendation to the Select Board. The committee discussed what recommendation is expected from the Select Board since it is the understanding that the lowest bidder will receive the work. MR stated that he is hearing that the cost of rehab work is \$100K+.
- **Grandview Farms** – JD's update to KD stated that there is a buyer for the 1-bedroom unit and is still awaiting to hear back from the second ranked applicant for the 2-bedroom unit. The town has also received notice of intent to sell another 2-bedroom unit. JD also suggested that BHPC might want to reconsider the asset limits since there were people who did not qualify because they exceeded the asset limits. KD stated that JD had suggested that we allow the applicants to deduct the purchase price of the unit from their asset limits. The committee discussed comparable asset limits for other towns which are lower than what Burlington is using. SE suggested that the committee utilize asset worksheets from Assisted Facilities to determine what a reasonable asset limit should be.
- **Life Time Living – Northwest Park** – KD stated that her understanding that the lottery process starts this month (March). KD had not seen an application made available nor any information on the Life Time Living website so she had reached out earlier in the day to the property manager, Gabriella, to see when the lottery process will open and what BHPC can do to help promote the affordable units. At time of the today's committee meeting, Gabriella had not yet responded. KD stated that Liz Bonventre had also reached out to Todd at Nordblom. Todd

provided information on steps that Nordblom still needs to undertake but it appears that there will be another open house in April and the lottery will be held in May.

- **Committee Appointments** – Due to the new Charter for BHPC as a standing committee, the Town Clerk’s position is that the whole committee needs to be re-appointed. KD stated that if the committee members would like to continue to serve on the committee, then a new application need to be submitted. KD will send out a link to the application form. ES mentioned that Samantha Haggerty (Housing Authority) had expressed interest on joining BHPC but couldn’t attend meetings on Tuesdays since she has schedule conflicts. KD suggested that the committee may want to discuss meeting schedules and the conduct of meetings after March 31<sup>st</sup>. KD stated that she still has not received anything regarding conduct of meetings once authorization for virtual meetings expires. KD reached out to Amy Warfield for guidance and Amy had stated that there is pending legislation that could affect virtual meetings and will be sending out information on remote meetings and meetings starting in April.
- **Teen Homelessness Grant** – KD stated that she checked the town’s website and there is still nothing on the teen homelessness grant. KD had added a note to the housing page of the town’s website about getting housing assistance from the Burlington Youth and Family Services.
- **Minutes** – MR made motion to approve the 21 February 2023 meeting minutes. TN seconded the motion. KD, ES, MR, TN, and HW all voted “Yea”. RS abstained. The 21 February 2023 minutes were approved 5-0-1.
- **Other Business** – ES suggested that the next meeting agenda include changing the \$600K asset limit.

SE raised point regarding Life Time Living - Northwest Park affordable units and the current marketing targeting seniors. She stated the zoning bylaws for inclusionary housing specifically calls out the BHPC as the monitor for these type of housing in the town. It states that inclusionary housing must abide by State regulations. SE believes that BHPC can utilize this as basis for trying to ensure that Life Time Living affordable units are open to all qualified interested parties and not just seniors.

KD stated that she will send out link to the form for appointment to the Committee and also reach out to the two individuals that had expressed interest to her. KD requested ES reach out to Samantha Haggerty.

Discussion on MBTA community requirement for parcel sizes and locales for multi-family housing. ES pointed out that the multi-family parcels do not need to be within half mile of a MBTA stop, only needs to be for MBTA rail communities. SE pointed out that the Land Use Committee have requested Liz Bonventre to assess how much grant money the town will lose if not compliant with MBTA community requirements. SE stated that there are members on the Land Use Committee that do not view it being worthwhile to pursue compliance with MBTA community requirements. SE believes that the town could opportunity for grant money worth billions of dollars and that the Housing Authority will also lose its funding as well as those for other project funds that the town is receiving.

- **Next Meeting** – the next meeting will be on 28 March 2023 at 5:00 PM.
- **Adjourned** – the meeting was adjourned at 5:37 pm.
- **Minutes Approved** – On 21 March 2023, RS made motion to approve the 7 March 2023 meeting minutes. MR seconded the motion. KD, ES, MR, TN, RS, and HW all voted “Yea”. The 7 March 2023 minutes were approved 6-0-0.
- **Respectfully Submitted,**  
Henry Wu, Secretary