



**Burlington Housing Partnership Committee
Meeting Minutes**

August 10, 2021 via Cisco Webex

Committee Members Present: Mike Runyan, Chair
Ernie Covino, Vice Chair
Kerry Donahue, Secretary
Rita Shah
Eileen Sickler
Henry Wu

Committee Members Not Present John Sullivan

Other Attendees: Liz Bonventre, Shari Ellis

- Mike Runyan called the meeting to order at 6:03 pm and noted we can't take any formal votes because the meeting was posted late

Next steps on Housing Needs Assessment + Municipal Housing Trust

- Update on proposal from MAPC – Liz Bonventre has been in contact with Karina at MAPC, vacations have made scheduling tricky but we'll have a meeting on August 16. We need something by the end of this month to have documents for the Warrant.
- Liz Bonventre will post the meeting so others can join.
- Rita Shah confirmed there is no fee to set up the Municipal Affordable Housing Trust
- Trust – Mike Runyan met with town administrator and Whitney Haskell and mentioned that we're considering holding off on the Trust warrant until January Town Meeting. Paul/Whitney feel this is more important than the Needs Assessment; the deed-restricted properties are difficult to manage. Eg. 117 S. Bedford deed has language that properties can be inspected regularly but that never happened.
- Kerry Donahue asked if it hurts our chances to ask for both warrant articles; Mike Runyan thinks it's worth trying.
- Ernie Covino clarified that the HPC would be recommending the establishment of this Trust, and what the composition of the Trustees should be, and the Select Board would choose the people (Town Administrator, Planning Board representative, and mix of people with real estate, finance, legal, etc. backgrounds). Mike Runyan noted that HPC could recommend specific people.
- Liz Bonventre asked if we could outline what credentials/expertise we're looking for on the Trust? Yes, HPC agrees it should. Maybe there would be an HPC person on the Board as well.
- Eileen Sickler asked how many deed-restricted properties there are in Burlington; it's not clear. Ernie Covino says Planning Dept. had a list, and all the 40B properties would be included.

Mueller Glen's two 40B properties are off-site, elsewhere in Burlington (unclear where). Eileen noted the Assessors Office should have the info.

- Eileen Sickler doesn't feel 3-4 months between the two Town Meetings is too long to wait to present the Trust. We should better inform Town Meeting about what HPC does, establish some credibility first.
- Liz Bonventre asked if Trust funds can be used to pay for a consultant to handle administrative questions? Kerry Donahue noted that the Trust can hire a staff person to handle administrative needs.
- Liz Bonventre noted that we should ask Mass Housing Partnership to confirm.
- Kerry Donahue asked who will be presenting slides at the upcoming committee meetings (ZBRC, etc). and do they feel prepared?
- Ernie Covino will present at ZBRC, others will attend as well. Presentation at 6:45.
- Mike Runyan will present to Planning Board; send slides to Planning Department.
- Eileen Sickler asked why we need permission for the Needs Assessment; did we need permission to rehab 117? Yes, we did. Next step is to get permission to sell it.
- Eileen Sickler asked if the warrant article is written for the needs assessment and the trust? Mike Runyan says we have a placeholder for both. Mike also has placeholder for aging in place program as well but not likely to happen in Sept.
- Print deadline for warrant articles Aug 27. Mike Runyan will check with Whitney Haskell whether we need the warrant article AND backup documents by that date.

117 S. Bedford

- Just waiting for plumbers to install appliances, lottery will happen after Town Meeting
- Price will hopefully be around \$290,000; Mike is asking us to recommend it to Select Board (put it on our next meeting Agenda)

Grandview Commons Application Process

- Jean Gallant wants HPC to make recommendation to the Select Board that applicants for Grandview Farms units must sell their house first.
- Mike Runyan explained that there is someone in the property now that held onto their house for family use, which has upset other residents.
- There is language in the Northwest Park property that you must sell your house first
- Mike Runyan will ask town counsel to give us some guidance; add to Agenda for next meeting

New/Old Business

- Eileen Sickler had a good visit at the Housing Authority meeting last week. She asked, who does things like plow the roads, etc. Mike Runyan says it's a variety of sub-contractors and staff.
- Eileen noted the B-Line shelters are being used for smoking now; Transportation Committee didn't consider these residents.
- Rita Shah noted the Rotary Club is starting a computer program partnership with the high school and the Housing Authority this fall.
- Kerry Donahue noted the Housing Authority is losing 2 board members; our committee should think about people to recommend. Rita Shah asked if there would be a conflict to have someone from our committee on the Housing Authority, as she may be interested.

Approval of July 22 Minutes

- Deferred to next meeting
- Meeting adjourned at 7:09