

DRAFT

Meeting of the Concord Housing Development Corporation (CHDC) held on January 14, 2014.

The meeting was convened at 7:15 PM in the offices of Omni Properties in Concord. Attending were members: Dave Hale, Co-Chairman; Barbara Morse, Co-Chairman; Alan Bogosian; Amy Barrett; Dean Atkins and Don Lashley.

First, the draft meeting minutes for our meeting held on December 10, 2013, and as submitted, were approved by unanimous vote.

Next, we reviewed recent activity on Junction Village which included a brief summary of the meeting on 12/30/13 attended by State Representative Cory Atkins, Selectman Steve Ng, Dave Hale and Barbara Morse. The purpose of this meeting was to acquaint Cory with the CHDC's next steps in creating the Junction Village project and to learn what her feelings are in light of recent resistance to it. According to Dave and Barbara, the meeting was mostly positive and helpful. We also discussed briefly the recent article in the Concord Journal to which Dave and Barbara had contributed much of the information covered in the article. There was a general consensus among members that the article was mostly balanced and well researched by the Journal's reporter.

Also briefly discussed was the upcoming Concord Planning Board meeting for the evening of January 21, at which Dave will present our proposal for the Junction Village, in a somewhat abbreviated version of our presentation at the November meeting of the WCAC.

Barbara commented that she had drafted and submitted an annual report of the CHDC activities during 2013 for inclusion in the 2013 Concord Annual Report.

Our next meeting was scheduled for February 11, 2014, at 7:00 PM.

The meeting was adjourned at 8:20 PM.

Respectfully submitted,

Don Lashley, Secretary

DRAFT

Meeting of the Concord Housing Development Corporation (CHDC) held on February 25, 2014.

The meeting was convened at 7:10 PM in the offices of Omni Properties in Concord. Attending were members: Dave Hale, Co-Chairman; Barbara Morse, Co-Chairman; Alan Bogosian; Amy Barrett; Greg Higgins; Phil Posner; Marshall McLean and Don Lashley. Also attending was Selectman Steve Ng and consultant Dan Gaulin.

First, the minutes of our meeting held on January 14, 2014 were approved unanimously.

Then was a discussion of our Small Grants Program, led by Barbara. She said the program was now one year old and, according to Planning Department liaison, Lara Kritzer, needs to be better promoted. One particular problem is the requirement that all applicants for a grant must submit three cost estimates for the work. One current applicant has experienced great difficulty in obtaining more than one quote and has asked if we would waive the requirement. The consensus of the Board was: not at this time, but Alan said he will provide some additional names of bidders to Lara. Also, Lara said approved grants were very slow to be paid by us and it was agreed that Don, as treasurer, would obtain a supply of bank account checks so completed work could be paid to contractors more readily.

Next, we heard from the Peter Bulkeley Terrace subcommittee of Amy, Greg and Marshall a report that the PBT needs around \$800,000 to complete construction of four units which had not been finished at the time of the major renovation. After a brief discussion we agreed to offer \$120,000 from CPA funds that have been authorized for our use. Barbara will seek confirmation from Lara that this is proper and the committee will tentatively inform Judy Lincicum, Director of the CHA.

Dave announced that since Don's term will be expiring in May of this year, Phil Posner has agreed to serve as secretary/treasurer as soon as all of Don's files can be transferred to Phil. The meeting minutes will be handled by Phil starting with our March 11 meeting. This appointment of Phil and resignation from the office of secretary/treasurer by Don was approved by a unanimous vote of all attending members.

At that point, the important Junction Village item of drafting a response to the WinCom Neighborhood letter to the CPC was discussed at some length. Among the various items of concern was the issue of number of dwelling units being proposed. Numerous news articles in recent years have indicated only 20 units, while earlier letter correspondence specified 42 units. Selectman Ng stated that his own impression of the feelings of his Board was that sustainability is more important than the actual number of units. At the end of the discussion it was agreed that Greg and Phil will collaborate to create a statement summarizing our position and circulate it within one week. If acceptable it will then be incorporated into a formal response letter to the Planning Board drafted by Dave and Barbara within two weeks, with copies to WinCom and the BOS. Following this will be an effort to schedule a meeting with the WinCom group.

Our next meeting was scheduled for March 11, 2014, at 7:00 PM.

The meeting was adjourned at 9:10 PM.

Respectfully submitted,

Don Lashley, Secretary

DRAFT

Meeting of the Concord Housing Development Corporation (CHDC) held on March 11, 2014.

The meeting was convened at 7:00 PM in the offices of Omni Properties in Concord. Attending were members: Dave Hale, Co-Chairman; Barbara Morse, Co-Chairman; Alan Bogosian; Amy Barrett; Greg Higgins; Phil Posner; Marshall McLean and Don Lashley. Also attending was consultant Dan Gaulin.

First, there was a confirmation that a discussion of the Junction Village Project was on the agenda for the Planning Board Public Meeting of March 18.

Barbara related her impressions of her meeting with neighbors to the Project. At the meeting, Barbara heard that "20 units" was "proposed or promised" from a number of attendees.

David related that Marsha Rasmussen, the Planning Department Director, suggested that any response to the WinCom Neighborhood Association letter be directed to the Planning Board. Marsha noted that the letter was directed to the Planning Board – not to CHDC. As a consequence it was related by David or Barbara that it was Marcia's view that a response not be made directly to the WinCom Group. There was a discussion regarding the contents of the CHDC response to the WinCom letter, the status of the Planning Board review of the matter and the likely reaction by the Planning Board to the CHDC proposal. The CHDC members then discussed various aspects of the response, including suggestions regarding the characterization of a proposal to seek to develop an "affordable" assisted living facility" project on the site.

Dan Gaulin provided information to CHDC regarding how DHCD selects and funds projects, the next steps required (including a follow up meeting with the selectmen and the town administrator), issues related to the LIP Program and tax credit funding of projects, Kate Racer's role in project approval, etc. A further discussion ensued regarding the issues to be highlighted to the Selectmen, including maintaining Concord's status (i.e. above the 10% threshold of affordable units in the town housing inventory) and Selectmen's Steve Ng's comments regarding the prominence this issue should play in our presentation. Discussion of the how the project may relate to or be affected by its consistency with the town's housing production plan and the West Concord Master Plan was then undertaken by the members. Further discussion of the building type (elevator building) and additional "group home" "pod" on-site was had by the members.

David mentioned that in his meeting with Matt Johnson, Johnson noted that he would support an "affordable" assisted living project on the site – Johnson was primarily opposed to a 110 unit project due to the potential traffic impact. A discussion ensued re: the idea of allowing opponents to "claim victory" by reaching a compromise / consensus on the project proposal.

CHDC members discussed visiting the Grantham Group projects for an on –site view. The members decided that visiting the Marlborough site was most convenient. Members discussed sending an email to communicate with the Grantham Group director and the schedule the visit.

Further discussion of timetable of the project was undertaken, observation that we may be in a position to select a developer by mid-summer and that a round of DHCD funding was anticipated in the fall of 2104 or winter of 2015. Members asked Dan to confirm the exact criteria for acceptance of units as 'affordable' in the Subsidized Housing Inventory (SHI), in particular, "affordable assisted living units".

Dan will report back to CHDC on this issue. David also suggested that any developer should advise us on how the project may be considered “sustainable” as this was an issue of importance noted in various comments by the Planning Board, Win Com and other commenters.

Dan advised CHDC that Wendy Cohen is the ‘tax credit director’ at DHCD and that she reports to Kate Racer. Dan will contact Wendy regarding eligible /acceptable developers

At that point in the meeting a motion was made to accept the minutes of the meeting of 2-24-14 which was seconded and unanimously approved.

Our next meeting was scheduled for April 8, 2014, at 7:00 PM.

A motion was made to adjourn, which was seconded and unanimously approved.

The meeting adjourned at 8:____ PM

Respectfully submitted,

Phil Posner, Secretary

DRAFT

Meeting of the Concord Housing Development Corporation (CHDC) held on April 8, 2014.

The meeting was convened at 7:00 PM in the offices of Omni Properties in Concord. Attending were members: Dave Hale, Co-Chairman; Barbara Morse, Co-Chairman; Amy Barrett; Phil Posner; Marshall McLean and Don Lashley. Also attending was Selectman Steven Ng.

First, there was a discussion of the planned site visit to the Grantham Group 'Affordable Assisted Living' facility in Marlborough, MA ("Christopher Heights") by members of CHDC. The members discussed various questions to ask of the Christopher Heights staffpersons, including protocols for rendering assistance in the event a resident may fall, food service, other services and amenities, transportation to and from the facility and parking. The members discussed getting a clear understanding of the pricing policies, how affordability is maintained, sources of funding for occupancy, what services and amenities the monthly fees cover and what happens if the source of funds for an individual becomes exhausted. It was noted that David, Amy, Marshall and Phil would attend to meeting in Marlborough.

Next the members discussed an upcoming meeting with the WinCom neighbors to discuss their concerns and ideas about the Junction Village Project. The meeting would be convened at the Harvey Wheeler Adult Center on May 13 at 7:30. The meeting is expected to last 1.5 hours. Invitations will be extended to the WinCom neighborhood association as well as the chair of the W. Concord Advisory Committee, Gary Kleinman.

Steve Ng suggested that we should communicate with the Board of Selectmen regarding our view that the Planning Board recommendation of a 'task force' to 'study' Junction Village be rejected. He suggested that our communication recommend that the Board of Selectmen solicit any further comment from the public and the town agencies by a defined date and then decide what to do about the Planning Board's recommendation by a defined date. He also suggested that we copy Marcia Rasmussen, the Planning Director on this correspondence. Further discussion was undertaken regarding the status of the various members of the Planning Board, including who was leaving the board and who was coming on to the board.

Next the CHDC discussed a request by a potential development of a residential property on Main Street (near ORNAC) next to one of the buildings used for medical offices. CHDC noted the possibility of a 'friendly 40B' with the potential for 12 or 16 units. It was determined by the members that while CHDC has no interest in or ability to participate in this project we weren't opposed to such a development plan. Members would like to see a more defined plan but would be in favor of affordable rental housing in this location.

The members then discussed 3 requests made of the small grants program. The first applicant requested funds for a small paving job but was able to only get 2 bids for the work after various efforts. Members noted that the small grants program won't award funds on an emergency basis or retroactively (after the work is completed). Members voted to make a \$600.00 grant toward this project.

The second project involved a request to replace a roof on a resident's house. Members voted to make a grant of \$3,000.00 for this project.

The third project involved a request to replace carpeting placed over an existing wood floor than had

been damaged by a pet. The members' consensus was that this was not a health/safety project and voted NOT to make the requested grant.

Next the members voted to approve the minutes of the prior meeting.

Next co-chair David Hale agreed to reach out to Volunteers of America regarding their interest in submitting a proposal to develop an affordable senior project at the Junction Village site.

Members voted to adjourn at 8:30 PM.

Dan Gaulin provided information to CHDC regarding how DHCD selects and funds projects, the next steps required (including a follow up meeting with the selectmen and the town administrator), issues related to the LIP Program and tax credit funding of projects, Kate Racer's role in project approval, etc. A further discussion ensued regarding the issues to be highlighted to the Selectmen, including maintaining Concord's status (i.e. above the 10% threshold of affordable units in the town housing inventory) and Selectmen's Steve Ng's comments regarding the prominence this issue should play in our presentation. Discussion of the how the project may relate to or be affected by its consistency with the town's housing production plan and the West Concord Master Plan was then undertaken by the members. Further discussion of the building type (elevator building) and additional "group home" "pod" on-site was had by the members.

David mentioned that in his meeting with Matt Johnson, Johnson noted that he would support an "affordable" assisted living project on the site – Johnson was primarily opposed to a 110 unit project due to the potential traffic impact. A discussion ensued re: the idea of allowing opponents to "claim victory" by reaching a compromise / consensus on the project proposal.

CHDC members discussed visiting the Grantham Group projects for an on –site view. The members decided that visiting the Marlborough site was most convenient. Members discussed sending an email to communicate with the Grantham Group director and the schedule the visit.

Further discussion of timetable of the project was undertaken, observation that we may be in a position to select a developer by mid-summer and that a round of DHCD funding was anticipated in the fall of 2104 or winter of 2015. Members asked Dan to confirm the exact criteria for acceptance of units as 'affordable' in the Subsidized Housing Inventory (SHI), in particular, "affordable assisted living units". Dan will report back to CHDC on this issue. David also suggested that any developer should advise us on how the project may be considered "sustainable" as this was an issue of importance noted in various comments by the Planning Board, Win Com and other commenters.

Dan advised CHDC that Wendy Cohen is the 'tax credit director' at DHCD and that she reports to Kate Racer. Dan will contact Wendy regarding eligible /acceptable developers

At that point in the meeting a motion was made to accept the minutes of the meeting of 2-24-14 which was seconded and unanimously approved.

Our next meeting was scheduled for April 8, 2014, at 7:00 PM.

A motion was made to adjourn, which was seconded and unanimously approved.

The meeting adjourned at 8:____ PM

Respectfully submitted,

Phil Posner, Secretary

DRAFT

Meeting of the Concord Housing Development Corporation (CHDC) held on May 13, 2014 with WinCom neighbors

The meeting was convened at 7:00 PM at the Harvey Wheeler Civic Center. Attending were members: Dave Hale, Co-Chairman; Barbara Morse, Co-Chairman; Amy Barrett; Phil Posner; Marshall McLean and Don Lashley. Also attending was Selectman Steven Ng and Consultant Dan Gaulin. Attending on behalf of the neighborhood were Terry Stokes and Carrie Stokes of 20 Winthrop Street and Chris Hart the owner of 45 Winthrop Street and of two units in the 46 Winthrop Street building.

First, there was a discussion of a Baystate Engineering Traffic Study which included materials from the Christopher Heights affordable assisted living facility in Webster, MA. Chris Hart, the commercial property owner on Winthrop Street expressed his concerns about the mixture of uses and wants to make sure that his industrial property will not be “crowded out” by increased residential land use. He also mentioned his concern about the parking lot at 46 Winthrop (which is access from the other side of Nashoba Brook by a foot bridge) will be used as ‘spill over parking’ by people seeking to use the now under development project at Beharrel Street (Boynton Project). There was further discussion regarding parking at the ‘white lady’ houses on Commonwealth Avenue and the impact on the neighborhood.

Mr. Hart express his view that there were “commitments” regarding 20 (or even 12) units of housing on the site by predecessors on CHDC and others. Member Phil Posner commented that all of the “commitments” discussed by the neighbors were not actual project proposals that had become permitted projects but were in the nature of suggestions. Posner also questioned the idea that a “deal” had been made with the neighbors since there no actual proposal and no “binding promise” upon which a “deal” could be made. Mr. Hart’s viewpoint was different – he believed that a “deal” regarding what was “acceptable” to the neighborhood had been “struck” by CHDC and political figures. Next Barbara Morse walked through the steps that had, in fact, been undertaken over the course of many years, culminating in the conveyance of the land to CDHC subject to the conditions of the deed limiting the use of the land to affordable housing and open space and no other uses. Further discussion of the limits on development arising from the Rivers Act and the Wetlands Act was undertaken by the group. Mr. Hart expressed his desire that the buildings be “pushed back” toward the Assabet River and the prison – to provide a larger buffer between his building and the occupied area of the project. The participants then discussed the ‘time line’ for next steps for a potential development (including the need to have public hearings on the project by the Selectmen and the Planning and Zoning Boards).

Terry and Carrie Stokes then undertook a discussion regarding traffic and means of access to the site. Mr. Hale addressed Ms. Stokes request that a second means of egress from the site be by way of a driveway adjacent to the prison by stating that the Commonwealth (Dept. of Corrections and Department of Transportation) had, unequivocally and after repeated inquiry and requests by Mr. Hale, rejected the use of that strip of land for a means of ingress or egress to the Junction Village site. Further discussion was undertaken regarding the road width and lack of an adequate sidewalk on Winthrop Street. Ms. Stokes noted that cars frequently had to pull off of the road to park and that a parked vehicle on Winthrop Street would impede traffic flow.

Further discussion was undertaken about the proposed Planning Board “task force” (perhaps dedicated only to the open space uses of the site). The younger Ms. Stokes stated her view that a task force was appropriate to address the continuing desires and concerns of the neighborhood. CHDC members

responded that they believed that a task force was not necessary as there would be considerable public process (and opportunity for community input) regarding any proposal by a developer. Further discussion about the “hot buttons” of the neighborhood was then undertaken. Ms. Stokes made it clear that she felt that the meeting was useful but that it was not a “Kumbaya Moment” and she remained reluctant to make any commitment regarding her neighbor’s sentiments about the assisted living proposal. Nonetheless, Ms. Stokes conceded that the assisted living proposal did address a number of concerns that had been raised by the neighbors (i.e. school impact, traffic, kind of traffic, etc.).

After the meeting with the Winthrop Street neighbors, the CHDC had a regular meeting. At this meeting members discussed correspondence with the Board of Selectmen regarding CHDC’s efforts to address the perceived impacts of the various proposals for developing Junction Village and the success thus far of our efforts at community outreach. The communication will be delivered in time for review by the selectmen on June 2. Barbara Morse related her observations of the Board Chair breakfast – always a highlight of any board member’s tenure on a Concord Board or Committee!

At the end of the meeting, CHDC members took special note of the hard work, diligence, good sense and good cheer of departing member Don Lashley. Gifts (whose value was less than \$50.00) were presented to Don for his many years of service to CHDC (and its predecessor) and a very excellent cake from Concord Tea Cakes was broken out to celebrate. Many thanks to Don!

After multiple slices of cake were consumed a motion was made to adjourn, which was seconded and unanimously approved.

The meeting adjourned at about 9 PM

Respectfully submitted,

Phil Posner, Secretary

DRAFT

Meeting of the Concord Housing Development Corporation (CHDC) held on June 10, 2014.

The meeting was convened at 7:15 PM in the offices of Barret Realty in Concord. Attending were members: Barbara Morse, Co-Chairman; Amy Barrett; Phil Posner; Alan Bogosian, and Don Lashley (serving until his replacement is appointed).

First, there was a discussion of and review and approval of the minutes of the meetings of April 8, 2014 and May 13, 2014.

Next there was a discussion of six (6) applications received regarding the small grants program. The members present determined that the approval of the applications was premature.

Next the members discussed a parcel of land owned by the Mandrioli Family across Main Street from Concord Green Condominium. The family has offered to sell the land to the Town if the town has an interest in the land. The members discussed the various possible uses for the land including preservation as open space and the rehabilitation of an existing dwelling on the land into an affordable housing unit. Members agreed that communication with Greg Higgins (who has a listing on the land) was appropriate. Members also mentioned the potential to partner with the Concord Housing Foundation or other group to undertake a project at this property.

Next, co-chair Barbara Morse related the contents of a letter sent by the CHDC co-chairs to the Board of Selectmen. The letter related CHDC's opposition to the Planning Board's proposal to create a 'task force' regarding development and use of the Junction Village site. She then described the June __, 2014 Board of Selectmen's hearing during which Planning Board proposal was discussed. Among the issues discussed in this regard was the Millbrook Tarry Task Force experience. Barbara noted that the Board ultimately decided to communicate with the Planning Board to request that it describe *why* such a task force is necessary and then took no further action. Barbara mentioned that the only remaining objection of the WinCom neighborhood group seems to be the use of Winthrop Street as the means of access to the site. However, none of the neighbors showed up for the Board of Selectmen meeting.

Next there was a brief discussion regarding DHCD's potential policy change – a pull back of approving 'affordable assisted living projects' if the town does not meet the 10% affordable housing stock threshold. This information was relayed by Beth Rust.

The members' sentiment was to move forward with the affordable assisted living project. Members agreed that the matter would be addressed again at the July meeting at which time formal action could be taken. In the meantime, it was agreed that it was appropriate to reach out to Grantham Group to discuss the next steps to be taken in anticipation of a LIP Application to the Board of Selectmen (including a sketch of the site with Grantham's building located on it in "presentation format").

Finally Barbara related that the Board of Selectmen would meet again in 2 weeks and may take more definitive action on Junction Village. The co-chairs will report back to CHDC after that meeting.

There being no further business and upon a motion made, it was voted to adjourn at 8:10 PM.

Respectfully submitted, Phil Posner, Secretary

DRAFT

Meeting of the Concord Housing Development Corporation (CHDC) held on July 15, 2014.

The meeting was convened at 7:15 PM in the offices of Omni Development in Concord. Attending were members: David Hale and Barbara Morse, Co-Chairman; Amy Barrett; Phil Posner; Alan Bogosian, Greg Higgins, and Marshall McLean.

First, there was a discussion of the potential acquisition of land off of Main Street, West Concord owned by the Mandrioli family. The members determined that re-use and re-had of the existing dwelling was not economic. It was related by a member that the town assessor was not carrying a portion of the land on the town assessment rolls. The town had expressed interest in using the land for open space or passive recreational purposes. Greg Higgins observed that there was not a clear path to a redevelopment project given the real estate title problems at the property and the inability to re-use the current building. Barbara will write a letter to the Selectmen indicating that CHDC is not interested in the land for affordable housing purposes.

Next there was a discussion of six (6) applications received regarding the small grants program. The members present voted as follows with respect to the applications:

Application #3 – application made for a second \$3,000 award. Vote: no grant

Application #1 – steps/railing replacement applied for by an elderly applicant. Voted to make a \$2,700.00 grant

Application #2 – windows, doors, locks, damaged siding/trim. Voted to make a \$2,000 grant

Application #4 – removal of pine trees – Voted: No grant

Application #5 – removal trees – Voted: No grant

Application #6 – replace and install deck – Voted to make \$3,000 grant

All of votes regarding grants were unanimous

The CHDC then commenced a discussion of the Junction Village Project. David Hale related that the Board of Selectmen meeting meetings regarding the organization of a workshop regarding Junction Village were inaccurate: the minutes related that the Planning Board was to organize a workshop. At the meeting the Selectmen requested that CHDC create and hold a workshop. The Planning Board would be invited to be a participant in the workshop (among other stakeholders).

The CHDC members then voted unanimously to select The Grantham Group as developer of the Junction Village project. The CHDC then discussed the terms of an agreement with the developer. The award will be subject to working out an acceptable contract with the Developer. The terms of the contract will include:

Outreach to stakeholders

Developing and implementing a permitting strategy

Implementing the permitting strategy including engaging consultants, planners, engineers and other professionals

Open Space Planning

Outreach to Minuteman ARC

Developing a ground lease with DHCD and PILOT Agreement with Town of Concord

Expectation is that the Developer will undertake “80% of the effort”

Agreement to be concluded with the developer by 10/1/14

The CHDC voted unanimously to pursue this plan of action. A subcommittee of Phil, Alan and Amy was formed to commence outreach to Walter Ohanian of Grantham Group. CHDC then discussed reaching out to the Town Manager and Marcia Rasmussen regarding a PILOT. Barbara Morse agreed she would reach out to Minuteman ARC after Grantham responded to the award. Among the issues to be discussed with ARC and Grantham are carving out an area to be used for a group home on the site and other public purposes which may enhance the LIP application to DHCD. There was further discussion regarding the use of CPA funds and other funding programs as well as the CPA committee's current commitment and potential future commitment of funds for the project. The CHDC also discussed having Grantham undertake an outreach to Rep. Atkins and Senator Barrett in regards to the project.

There being no further business and upon a motion made, it was voted to adjourn at 8:45 PM.

Respectfully submitted, Phil Posner, Secretary

DRAFT

Meeting of the Concord Housing Development Corporation (CHDC) held on September 9, 2014.

The meeting was convened at 7:05 PM in the offices of Omni Development in Concord. Attending were members: David Hale and Barbara Morse, Co-Chairman; Amy Barrett; Phil Posner; Alan Bogosian, and Greg Higgins.

First, there was a discussion of the Junction Village Project. Members reviewed the site visit at the Gratham facility in Marlborough. Members discussed briefly whether the project could be connected to the public sewer or if an on-site system would be more cost effective.

Members discussed planning workshops in October on either 10/22 or 10/29. There members agreed two workshops would be undertaken; one for town staff and the other for members of the public. Discussion of outreach to various town staff members, including the Town Manager and Marcia Rasmussen, the Chief Planner was undertaken. Amy Barrett agreed to undertake the outreach and invitations to the various agencies and staff members. In addition, invitations would be made to the Housing Authority, Housing Foundation and Department of Corrections. This meeting would occur during the work day.

The meeting intended for public participation would be undertaken in the evening. Outreach to various stakeholders including the Council on Aging, Planning Board, WCAC, NRC, Emerson Hospital, Neighbors, Business Owners, WINCOMM, Bruce Freeman Rail Trail, Chamber of Commerce, and others would be made.

Next the members discussed the Community Preservation Act application to be made in connection with the Junction Village Project. David, Amy and Barbara all commented on the draft. Walter Ohanian has requested that there be more certainty regarding the tax burden and arrangement. David recommended connecting Walter with Chris Whelan and Marcia Rasmussen regarding a PILOT agreement. The CPA application is due on 9/26.

There was additional discussion regarding the current award of CPA money and the use of the CPA funds for acquiring houses and/or buy downs to maintain affordability. There was also discussion of the applications to be made by the Housing Authority (for Peter Bulkeley Project). Greg recommended that we clarify our understanding of the current allocation of funds with the CPA committee.

Next the members discussed the potential to acquire 97 Laws Brook Road. Members voted unanimously to decline to acquire or become involved in that project. The consensus was that this property was not in the CHDC charter and that it would involve CHDC in helping a private party arrange a land deal with no particular gain in affordable units.

Members were informed that 754 Main has been sold and there was no further discussion on

that matter.

Members discussed recruiting new members to the CHDC board and each committed to calling 5 people to attempt to recruit new members.

Barbara then related her conversation with Lara Kritzer re: new information to be included in the Small Grants Program Application.

There being no further items for discussion members voted to adjourn at 8:50 PM.

DRAFT

Meeting of the Concord Housing Development Corporation (CHDC) held on October 14, 2014.

The meeting was convened at 7:00 PM in the offices of Omni Development in Concord. Attending were members: David Hale and Barbara Morse, Co-Chairman; Amy Barrett; Phil Posner; Alan Bogosian, Marshall MacLean and Greg Higgins. Also in attendance were consultants Elizabeth Rush and Dan Gaulin

First, there was a presentation by Elizabeth Rust regarding the buy down of the price of a unit at 1888 Main Street. The project would require the injection by CHDC of \$90,000.00 to “buy down” the project to maintain affordability at 80% AMI. Members discussed whether or not using funds for this project would be consistent with using CPA funds for the Junction Village Project. Members were informed that \$125,000.00 was provided to CHDC by the CPA committee in 2013. In light of this, members voted unanimously to supply “up to \$90,000.00” to subsidize the acquisition of the unit with the following conditions:

- Energy star compliance
- Garage to be provided for unit
- Maintenance free exterior (“no wood to the weather”)
- Similar amenities to other units to be developed on the site
- Stretch code compliance
- Indistinguishable from the market rate units at the project
- Planning Dept. staff to review plans and confirm compliance with the conditions

Members then discussed planning for the two workshops in October. David reported that Marcia Rasmussen has requested that planning for the open space be developed in the near term. David noted that the tax credit money available to the developer could not be used for developing/planning open space. Elizabeth suggested the CHDC be proactive in discussing this issue with Marcia as the open space planning should occur with input from neighborhood groups and as a separate initiative from CHDC project planning.

Further discussion of the meetings was then undertaken and invitations to various groups in town was confirmed.

Next the members discussed letters of support requested in connection with the CPA application of CHDC. Elizabeth mentioned how this process works in Sudbury.

Next David briefly recapped the meeting with the selectmen regarding the land off Main Street in West Concord. He again noted that CHDC has declined to get involved and used the opportunity to suggest to the selectmen that, on a per unit basis, the Junction Village project will be a lot more “bang for the buck.”

Next the members discussed, in a general manner, an agreement with Grantham Group. David highlighted his comments on the draft document and the members agreed that sending the draft for review by outside legal counsel was appropriate. David agreed to contact Attorney Levine to pursue legal review.

There being no further business, members voted to adjourn at 8:05 PM.

DRAFT

Meeting of the Concord Housing Development Corporation (CHDC) held on November 11, 2014.

The meeting was convened at 7:10 PM in the offices of Omni Development in Concord. Attending were members: David Hale and Barbara Morse, Co-Chairman; Amy Barrett; Phil Posner; Alan Bogosian, Marshall MacLean and Greg Higgins. Also in attendance for a portion of the meeting was Jack McBride

First, there was a presentation by Jack McBride, a local real estate developer regarding his proposal to develop and 'over-55' project near the Thoreau Club in West Concord (Acton Line). The project would be permitted under the 'residential PRD' bylaw. In order to precede an alternative PRD would not be developed and presented to the Town Meeting. The project would provide four (4) affordable units – two at 110% of median income, two at 150% of median income. Not clear from Jack's presentation how these units would be counted in the town's affordable housing inventory. Jack requested a letter of support from CHDC and the members agreed to discuss the matter further at the next meeting (which will occur after the 12/2/14 Planning Board meeting).

Next co-chair Barbara Morse reported on the Town Staff meeting related to Junction Village. Barbara advised that there were not too many questions. However, the Council on Aging Director expressed concerns about the project requiring additional van trips (and vans) to provide services. Barbara reported that Walter Ohanian handled those questions well and indicated that the facility would be unlikely to materially increase the requests for transportation. Barbara also reported that new planning staff person Elizabeth Hughes asked a number of questions as well. Finally Barbara reported that the site visit in Marlboro (attended by Cory Atkins, Lara Kritzer and others) went very well.

Next the members received a report from co-chair Barbara Morse regarding her attendance at the CPA Committee site visit of October, 2014. Barbara reported that CPA committee chair Paul Mahoney asked several probing questions which were answered.

Next the members heard a recap of the town wide public meeting regarding Junction Village at the Harvey Wheeler Center. David related that well over 60 people attended the meeting, that the questioning and comments were pointed but generally not hostile. Barbara related her impression that people had generally moved away from the "20 homes" idea and had accepted that an affordable assisted living project was acceptable. No cohesive group of 'anti-project' individuals appeared at the meeting. State Representative Cory Atkins spoke regarding some of the historical issues related to the site. David related that he had spoken with Walter Ohanian about obtaining a Site Approval Letter from DHCD. Walter advised that he expected to apply for the Approval Letter in mid-December. The members authorized David to send a draft of the ground lease to Walter to commence review of that document.

Next David related his meetings with the town finance officials (Chris Whelan, Town Administrator, Assessor Lane Partridge and Tony LoGallo, Director of Finance). He advised those officials that the open space planning would be dealt with by the town planning staff and not by CHDC. David also related that he had met with the League of Women Voters and that Chris Hart – the adjoining property owner – had expressed his satisfaction with the project and process. David related that the next step is agreement on the ground lease and that the project was getting close to the ‘hand off’ to Grantham.

Next the members discussed a small Grant Program application related to the injection of antifreeze into the heating system to address a freezing problem. The members unanimously voted to make a grant of \$550.00.

The minutes of 9/9/14 and 10/14/14 were reviewed and unanimously approved.

There being no further business, members voted to adjourn at 8:13 PM.