

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

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.

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% AML. 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.

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.



Meeting of the Concord Housing Development Corporation (CHDC) held on March 10, 2015.

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; Phil Posner; Alan Bogosian, and Greg Higgins.

First the members reviewed and unanimously approved the minutes of the meeting of 2/9/15.

New, Amir Viskin was introduced as a potential member of CHDC. Mr. Viskin has a background in finance, architecture and land planning. He has a financial planning business. Barbara reviewed the CHDC mission and “charge” and explained what CHDC does during its usual course of operation.

Next the members discussed the Small Grants Applications received and processed by the Town. Members voted unanimously to approve payment of \$3,000.00 for the ‘driveway repair’ project application. Members voted unanimously to approve payment of \$3,000.00 for a window/slider repair project for an application from a unit owner at Concord Green.

Next the members discussed Jack McBride’s proposed project near the Thoreau Club. Jack communicated that he did not like CHDC’s “letter of support.” Members discussed generally that the ‘letter of support’ was appropriate and adequate.

Next David Hale advised the CHDC that he had not yet spoken with Kate Racer at DHCD about the Grantham application for tax credits (and their desire to exceed the \$500K cap imposed by DHCD on Affordable Assisted Living Projects). The members then discussed what to do as a next step if Grantham is not willing to commit to moving forward to the next step. It was agreed as some discussion that CHCD should approach the selectmen to seek direction inasmuch as their agreement to a GL ch. 40B project would be required in order to proceed to any development.

Phil agreed to call Mass. Development regarding the financials for the Grantham North Hampton project and report back to DHCD.

There being no further business, members voted to adjourn at 8:25 PM.

Meeting of the Concord Housing Development Corporation (CHDC) held on June 2, 2015.

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; Phil Posner; Alan Bogosian. New members, Amir Viskin and Jerry Evans, were introduced.

Next, David gave an overview of his presentation to the Board of Selectmen regarding Junction Village. The Selectmen agreed to give us feedback in July. The members discussed a recent Concord Journal article regarding affordable housing which was a timely reinforcement to the selectmen's discussion on this topic.

Next, David reached out on the phone (during the meeting) to Walter Ohanian of Grantham Group. The members then discussed the availability of the CPA funds committed by the town to CHDC and it was pointed out that \$75,000.00 had been committed and other \$45,000.00 were to be allocated as of July 1, 2015 to CHDC. In light of the discussion with Walter, the members voted to approve \$30,000.00 for preliminary civil engineering (site layout and design) of the Junction Village site, \$4,000.00 to fund a market research study (to be awarded to Lynne Sweet) and \$5,000.00 (to be awarded to the firm proposed by Concord Town Staff) to fund an open space study.

Next the members discussed hiring a Public Relations firm to help CHDC "get the message out" regarding Junction Village on social media (and traditional media).

Finally, the members discussed the need to put together a CPA Grant application for September, 2015 but no action was taken on this topic.

There being no further business, members voted to adjourn at 7:50 PM.