



HINGHAM AFFORDABLE HOUSING TRUST-
Revised Minutes 3/22/23

DATE: Wednesday, February 22, 2023
TIME: 7:00 pm
PLACE: Remote Meeting via Zoom

Trust Members Present: Jack Falvey, Chair
Pamela Bates
Elizabeth Cullen
Brigid Ryan
Greg Waxman

Trust Members Absent: Liz Klein, Randy Winters
Staff Present: Jennifer Oram, Zoning Board of Appeals

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 – January 25, 2023

MOTION: P. Bates moved to approve the minutes of January 25, 2023.
SECONDED: G. Waxman
ROLL CALL VOTE: P. Bates, aye; L. Cullen, aye; J. Falvey, aye; B. Ryan, aye; G. Waxman, aye
5-0 MOTION CARRIES

Treasurer's Report - January 2023

MOTION: P. Bates moved to approve the January 2023 Treasurer's Report.
SECONDED: G. Waxman
ROLL CALL VOTE: P. Bates, aye; L. Cullen, aye; J. Falvey, aye; B. Ryan, aye; G. Waxman, aye
5-0 MOTION CARRIES

Staff Update

Project Updates on All projects - Jennifer Oram

29-31 Rhodes Circle

- DHCD responded to HAHT with 3 questions. We are waiting on one answer from Counsel.
 - Does HAHT have a Declaration of Trust with the State for a formal Housing Trust?
 - HAHT has never had a Declaration of Trust with the State. HAHT has a ByLaw and Town Meeting vote. Counsel believes this establishes the formation of the Trust. The Trust will prepare a memo citing pros and cons of filing a Declaration of Trust.
 - HAHT will draft a letter to the State with responses to their questions.
 - HAHT will respond to DHCD in late February. We hope to have LAU finalized within 2-3 weeks.

270 Central Street

- A Notice to Proceed has been issued
- We're working with utility companies to begin work.
- Had Kick-off meeting, met with Project Manager, Mark Coughlin
- HAHT was at the site last week and will visit the site again next week.
- Property belongs to the Town but deed is with Habitat for Humanity.

- Counsel has been contacted to work on rewriting the deed using the newest DHCD Master Deed.
- If the deed requires a vote at Town Meeting, request the Select Board open the Warrant.

23 Ridgewood Crossing

- Construction is ongoing to return the deed restricted property to a 2 bedroom layout with a deck.
- This deed will be amended to the most recent deed restricted format being used by DHCD.
- The property is already on the SHI Subsidized Housing Inventory so an LAU is not needed.

499 Cushing Street

- The Trust regularly communicates with the renter who reports maintenance issues.
- Renter is regular with monthly rental payments.
- Longer-term plans are under discussion.

➤ **Lincoln School – Elizabeth Cullen and Jennifer Oram**

- The Board of Managers worked extensively on a voteable budget format with Town Counsel and Craig Chisholm from Corcoran determining next year's budget and expenditures for existing window project.
- The Town owned building has one wing which is 110 years of age while the other is 60 years of age.
 - The envelope has not been maintained but patched.
 - Over time more than 50% of the units have leaked.
 - There is leaking with the new windows and frost in 4 to 5 apartments.
- A meeting was held 2/17/23 with the window manufacturer (Graham), Corcoran, Liz Cullen, Eleanor MacKay, Jennifer Oram, Mark Coughlin, and the contractor.
 - A window by window tour was accomplished.
 - 38 windows have a 4 inch extender that is part of the frame which limits opening the window. These may need to be replaced.
 - Timeline and costs to get the project where it should be:
 - Front door framework is not complete due to supply chain issues.
 - Wind driven rain showed issues unique to each window.
 - Expenditures to date were established (budget, retainer, and contingency left).
 - If the project were complete this week (and that is not realistic), there remains \$70,000 in the budget.
 - There have been 3 change orders totaling \$120,000. We've used contingency funds and the budget is almost spent. We are holding the last payment.
 - Teamwork of the Town, window company and contractor is required to remedy the issue.
 - The CNA is done every 5 years and building leaks were not communicated. The building envelope was due for repair this year. We want to get Procurement working on this.
 - The Board of Managers is proposing to bring in a mortar professional to study the window and building envelopes. We will develop a scope and go out to bid for replacement repair.
 - Unsettled accounts with the Town (ground lease agreement and lease agreement) have been worked on the past two years.
- The Capital Plan will require work with consideration to expand the Lincoln School Apartments.
- Members discussed a budget for maintenance of the building's exterior from a replacement reserve account. Some properties are refinanced every 15 years and infused for capital needs.

Chairperson's Update

➤ **Planning Board / ADU Study Committee By-Law Update**

- Trust advocated in favor of the zoning bylaw amendment recommended by the Study committee.
- Public hearings commenced one month ago. Working with staff, several of us have contributed to building up the record, which indicates to date that ADUs would benefit the Town with no

downsides. We've pulled together data quickly on what other town experiences have been as well as rents charged and what small units in Hingham rent for, which has made a case for affordability with ADUs. There is one last meeting on 2/27.

- The Trust is tasked under the Housing Plan to be advocates for ADUs. The more time we spend on this, the more we are convinced there is no reason not to go forward.
- A Pioneer Institute Report issued 5 years ago showed 37 Boston area municipalities have ADUs with no family restriction. The Study Committee has recommended various parameters to make them work here in town. Other similar towns recognize housing is expensive and there needs to be affordability.
- The Trust has been in contact with Chairs of the ADU Study Committee and Unity Council about possible next steps if the bylaw is contested at Town Meeting.
- Whatever recommendation comes from the Planning Board, the Advisory Committee will recommend on a Warrant Article and the Select Board will review the matter:
 - The Warrant Article may leave the family restriction in place, or an alternative could be voted to lift the family restriction consistent with the ADU Study Committee recommendation. It is ultimately likely to be contested at Town Meeting.
- **2023 Operational Override Update**
 - Go on Town web site to understand the issues. There were particularly high expenses during the pandemic of which the Town absorbed some costs. The Town would need an override to sustain costs particularly on the school side. Alternatives if the override is voted down include cuts in many areas and would affect the Trust's staff support.
 - Members are encouraged to advocate and get voters to Town Meeting.
- **Lincoln School Expansion**
 - The sale of Parish House at 107 Main Street has closed. Owners will convert the building into a single family home for their family's use.
 - The Trust spoke with the new owners about the potential for them to sell the Trust the strip of the land in which we are interested. We provided the background and showed them the architectural drawings. They have concerns about trees at the back of the property they'd like to preserve for screening but we anticipate further discussions.
- **Multi-Family Initiatives**
 - The Trust hopes to schedule an April meeting with senior Town staff to discuss a timeline for potential multi-family initiatives.

Property Acquisition Opportunities

- One side of a duplex on Rhodes Circle - The Trust has not looked at the property. DHCD may discourage condominiums in a building.
- Chestnut Street off Rockland St. - There were 3 offers the day the listing went live.
- Members discussed town-owned property. The top 10 properties are listed on the Zoning web site.
 - The Trust will review zoning and watershed possibilities for each parcel. Goal is to find the lot that requires the least zoning, Board of Health or any other relief.
 - If we identify a parcel we would hope to go to Town Meeting next year to request a transfer of land from the Select Board.
 - There was no other news to report on the status of the real estate market.

Trustee Comments/Updates - None

Votes Needed by the Trust

- **499 Cushing Street - Vote to approve plumbing repair at upstairs toilet**

MOTION: B. Ryan moved to approve plumbing repair replacement of the upstairs toilet at 499 Cushing Street by J. Marcella Plumbing and Heating not to exceed \$700.
SECONDED: P. Bates
ROLL CALL VOTE: P. Bates, aye; L. Cullen, aye; J. Falvey, aye; B. Ryan, aye; G. Waxman, aye
5-0 MOTION CARRIES

➤ 499 Cushing Street - Vote for associated cabinetry access at first floor bathroom sink repair.

MOTION: G. Waxman moved to approve associated cabinetry access to sink repair of first floor bathroom at 499 Cushing Street by South Shore Home Improvements not to exceed \$1,474.
SECONDED: B. Ryan
ROLL CALL VOTE: P. Bates, aye; L. Cullen, aye; J. Falvey, aye; B. Ryan, aye; G. Waxman, aye
5-0 MOTION CARRIES

Administration

➤ Next Meeting – March 22, 2023

Adjournment

MOTION: P. Bates moved to adjourn the meeting at 8:02 pm.
SECONDED: B. Ryan
ROLL CALL VOTE: P. Bates, aye; L. Cullen, aye; J. Falvey, aye; B. Ryan, aye; G. Waxman, 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>

- Agenda 2/22/23
- Minutes of 1/25/23
- HAHT Monthly Treasurer Report - January 2023
- HAHT Treasurer Report by FY - January 2023
- HAHT Monthly Development Sources-23 Ridgewood Crossing
- HAHT Monthly Development Sources - 270 Central St.
- HAHT Monthly Development Sources - 499 Cushing St.
- HAHT Monthly Development Sources - 29-31 Rhodes Circle
- HAHT Project Calendar - February 2023
- 499 Cushing Street Quote - Chris Brennan
- 499 Cushing Street Plumbing Estimate