

NORTHAMPTON HOUSING PARTNERSHIP

Minutes

September 10, 2018

Members Present: Rev. Todd Weir, Chair, Patrick Boughan, Vice-chair, Richard Abuza, Julio Alves, Mike Roy, Gordon Shaw, Becky Lockwood, Mark Goggins, Jim Reis. Also present, Peg Keller, staff and interested citizen Alex Jarrett. Members absent; Kyla Prior, Edgar Cancel.

Call to Order: Chair Weir called the meeting to order at 5:35 p.m. Introductions were made and all were welcomed.

Minutes from the July meeting were approved as submitted. (No meeting was held in August).

Timekeeping Proposal - Chair Weir said he and Patrick included time allotments for agenda items, to insure all items in need of attention get discussed. He welcomed feedback on its effectiveness, moving forward.

Emerson Way Update

Members discussed the Emerson Way subdivision project. The Planning Board recently gave permission for the developer to create some of the affordable units off site. Peg said she sent a letter suggesting any future project that mandates the creation of affordable units in exchange for zoning relief include phasing requirements and deadlines. Rich Madowitz was going to work with Habitat to create 6 units at the Burt's Bog site, but Habitat has opted out. (They will continue moving forward on the original 3 units they contracted for earlier at that site).

Jim made a motion to send a letter to the Planning Director, Permits Planner and the Planning Board asking that: a timely resolution to this 15 year old project be pursued, that the Housing Partnership be kept informed and that the NHP is available to assist. The motion was seconded by Gordon; **vote** in favor was unanimous.

Action Plan Updates

Fair Housing/ Analysis of Impediments Update - Gordon reported that three firms had been interviewed and the Pioneer Valley Planning Commission had been selected. Members elaborated on the reasons for the selection. Gordon then made a motion to recommend the selection of PVPC to the full Partnership, seconded by Becky. The **vote** in favor was unanimous. Next steps include a meeting of the sub-committee to prepare for the first meeting with the Consultant. A date for next week will be selected. Jim offered for all Partnership members to communicate any issues they wanted to see addressed to be submitted to him for inclusion in the discussion and work scope developed with PVPC.

CHSSP Update - Peg reported that the Center for Human Development has hired a gentleman by the name of Jose Cruz. She has scheduled a meeting with Mr. Cruz and attorneys at

Community Legal Aid, who have offered to orient him about community resources and Court activity and personnel. She suggested a sub-committee of the Housing Partnership be formed to actively pursue the identification of funding sources to sustain the program beyond the Community Preservation Committee allocation.

Policy Sub-Committee - Patrick reported that the sub-committee is working on understanding the guiding policies and the role of the Partnership as articulated in the City's Administrative Code. There is a brief description of duties in the Code section, as well as the 'Multi-member appointive organization' section. Those narratives were reviewed. In order to be in compliance with those City codes, the sub-committee recommended the following actions:

- CDBG housing project funding proposal recommendations to the Mayor: That NHP members be educated about the CDBG approval process and implement the review procedure as articulated in the Administrative Code. Also, that the role stipulated in the Community Preservation Committee operational guidelines which require NHP review of housing projects coming before them, be articulated in the NHP admin. Code.

Jim made a motion to approve the recommendation, seconded by Richard. The **vote** in favor was unanimous.

- Internal Organization: states there should be a Chair, Vice-Chair and Clerk. **Election of a clerk will be conducted at the October meeting.**
- Election of Officers: shall take place at the first meeting after July 1. **Recommendation is to elect officers at the October meeting to be in compliance.**
- Board Diversity: Analyze goals for the work, the skill-sets needed and recruit in accordance. Members agreed to support this pursuit and identified the need for more women and representatives of sub-populations experiencing housing access issues and cost burdens.
- Members agreed *name plates* would be helpful to new members and guests.
- *Mission statement* and *new member orientation* materials are also being worked on.

OP-Ed Update Kyla asked that she not be responsible for creating the next piece. Members confirmed that housing stabilization was the topic previously selected. Jim and Gordon agreed to work on it.

Other Business

Action Plan Spread Sheet was reviewed and updated.

July meeting follow up - Peg suggested the home ownership model noted by Alex Jarrett could be a topic for the Policy Sub-Committee & increasing the web presence on accessing affordable housing as noted by Julio. Hampshire Hts. updates should be given often.

Increased tenant representation on the Housing Authority Board- Patrick reported on this action being pursued by City Councilor Ryan O'Donnell (to increase tenant slots from 2 to 6)

Adjourn/ the meeting concluded at 7:10p.m.

Respectfully submitted, Peg Keller