

Minutes from Senior Housing Committee

Date: September 7, 2017

-Called to order: 2:45p.m.

-Committee Members Present: Bill Bembury, Paula Betters, Jacquie Boyden, Gary Betters, Keith Ball, Rebecca Hubbard, Bryan Smith-Administrative Coordinator

-Old Business: Committee reviewed meeting minutes for 2017 for months of April, May, June and July.

Motion to accept minutes as written by Jacquie.

Motion seconded: Gary.

Passed unanimously.

-New Business: At the committee's meeting in July, Alyssa Larose, Land-Use Planner from FRCOG, left contact information with Bryan Smith regarding the Massachusetts Housing Partnership. Bryan contacted Laura Shufelt from the Massachusetts Housing Partnership and requested information regarding next steps for Erving's Senior Housing Project and suggested a joint meeting with the senior housing committee. Due to scheduling confirmation conflicts, Bill and Bryan had a preliminary meeting with Laura Shufelt with the intention of scheduling a joint meeting with the committee at a later date. Bryan reported to the committee information and suggestions made by Laura Shufelt as to the next steps in the process for developing senior housing in Erving. Laura has a background in finance, her job with the Massachusetts Housing Partnership is to help communities bring affordable housing to fruition. Highlights of their meeting are outlined below.

Laura:

- expressed concern regarding the committee using the \$15,000 to hire a design developer at this point in the process since this may lead to the town "owning" the project.
- suggested using the \$15,000 (fifteen thousand dollars) to have the land surveyed, this would provide more information to a possible developer. A housing development with 27 (twenty-seven) units is considered small and is not as appealing to a developer whereas a development of 35 (thirty-five) to 40 (forty) units is considered the 'sweet spot' or more appealing to a developer. The survey would propose new boundaries for when land is subdivided.
- suggested using a 40B application on both parcels at same time for affordable housing zoning concerns. State would like 10% (ten percent) affordable housing yet at this time Erving has 0% (zero percent) affordable housing.
- suggested surveying both parcels at same time vs. each parcel individually. Concern was if parcels surveyed separately, committee may not be eligible for age restriction on second parcel.
- identified characteristics of RFP when advertising for developer(i.e. size, features, permits, financing, responsive vs. responsible, experience, affordable, management style).
- during design process, suggested the Massachusetts Housing Partnership and senior housing committee hold informational sessions where residents can ask questions and identify design features they like.
- stated the Massachusetts Housing Partnership willing to assist the senior housing committee in developing/identifying the necessary steps in developing a senior housing complex.

Discussion: Committee discussion of Laura's recommendations regarding designer vs. surveyor. Committee believed it was advantageous not to hire a designer or developer at this time but rather to have land surveyed given the information presented by Bryan. Concern raised: Can we get two different age restrictions for each parcel under the 40B application?

-Motion made to have both parcels surveyed by Jacquie.
Seconded by Gary.
Passed unanimously.

Paula stated it would be a good idea to let the community develop a "wish" list for designs, materials and features of the senior housing development.
Jacquie suggested that public informational meetings be held at two different times; one in mid-afternoon and the other held in the evening.

Bryan will procure surveyor not to exceed \$15,000 (fifteen thousand dollars).
Bryan will contact Laura Shufelt in order to arrange a meeting between her and the senior housing committee.

-Meeting Adjourned: 3:50p.m. by Bill Bembury

Respectfully submitted

A handwritten signature in cursive script that reads "Rebecca J. Hubbard".

Rebecca Hubbard, Secretary
Senior Housing Committee