

Affordable Housing Trust  
May 4, 2023  
Meeting held via Zoom videoconference



Roll Call

Present were:

Victoria Petracca, Chair  
Frank Streeter, Secretary  
Jason Allison  
Carolyn Read  
Debra Williams  
Kelly Dolan, ex officio

Chair Petracca called the Affordable Housing Trust's (AHT) meeting to order over Zoom at 7:02 PM and called the roll of the Trustees.

The Trust was reminded that Chair Petracca and Trustee Read's terms expire on June 30, 2023. Both members confirmed their wish to be re-appointed. The terms of the Select Board representative to the Trust, Select Board member and AHT Trustee Jason Allison, expires at the time of the Town Election in May. The Select Board is likely to re-appoint him if he wins re-election.

**Approval of Meeting Minutes**

None

**Scheduled Appearances**

None

**Updates to Lancaster's Subsidized Housing Inventory (SHI)**

Chair Petracca reported that there is an affordable unit for sale at the Blue Heron development, but so far the marketing has not been successful and there has been only one application to purchase the property, but it was not approved so the unit is still available. Chair Petracca was encouraged by the quality of the unit and noted it is restricted to below 80% AGI and Blue Heron also has an over 55 age restriction. Chair Petracca noted that eligible households interested in applying for the affordable unit at Blue Heron should contact the Monitoring Agent, CHAPA, or the Trust for contact info.

Chair Petracca updated the Board on the proposed 40B project at 13 Neck Rd. This project is for 11 total units, of which three would be deed restricted affordable. The project has issues with its sewer capacity as at present they only have sewage capacity for two of the 11 units. Chair Petracca reminded the board of the upcoming site walk on May 18 and Secretary Streeter suggested posting it as an official meeting to allow deliberations. Chair Petracca then reviewed the next steps for the 40B project. She also noted that this is a rental project so all 11 units would go onto the Town's SHI if successfully completed

Chair Petracca updated the Board on 213-219 S. Main St., which is Cleveland St., LLCs project in South Lancaster that is under the Town's new inclusionary zoning regulations. The developer is working on an LAU application and has reviewed the regulatory agreement. This will be a rental project and all rents will be set at exactly 80% of AGI. The Board expressed some concerns about the sizes of the units, which in general appeared to be small. Additionally, the developer was proposing that one of the three one-bedroom units would be deed restricted affordable whereas the board feels it should be one of the six two-bedroom units. Chair Petracca will follow up on this.

The MCO/ Cottage Lane project (aka the former Jones Crossing) is now under construction and rentals are being advertised, which is great progress. DHCD will determine when to add the units to Lancaster's SHI. Chair Petracca cautioned the Board that this could take up to six months and that there would be no temporary safe Harbor from this project due to age of the original Comprehensive Permit issued for Jones Crossing.

### **Housing Production Plan**

Chair Petracca reminded the Board that the Town's Housing Production Plan (HPP) expires on March 10, 2024 and needs to be renewed. She has been seeking quotes from contractors to write the plan. Montachusset Regional Planning Commission's quote came in at just under \$15,000. The Board discussed their proposal relative to another proposal received from MetroWest Development Collaborative with a not to exceed price of \$15,000. The Board discussed the relative merits of each provider and felt that both were highly qualified. After additional discussion ex-officio Trustee Dolan proposed that the Board select the MetroWest Development Collaborative's proposal for updating the Town's Housing Production Plan. After a brief discussion,

**Secretary Streeter moved that the Board select the MetroWest Development Collaborative's proposal for updating the Town's Housing Production Plan; Trustee Read seconded the motion, and the motion passed on a 5-0 vote.**

### **Zoning Update**

Secretary Streeter updated the Board on the status of the zoning articles on the Warrant for the Annual Town Meeting and why they were pulled at the last minute. He noted that the proposed accessory dwelling unit bylaw is still on the Planning Board's schedule, and it will be queued up for the Special Town Meeting in the fall with hearings over the summer. He said he would keep the board apprised of progress. Chair Petracca briefed the board about issues relating to modification of the Town's existing Inclusionary Zoning bylaw. The modifications are substantially more complex than was originally anticipated so the Affordable Housing Trust needs to keep working on this project.

### **Public Comment**

Lancaster resident Kendra Dickinson of 402 Oetman Way asked why the affordable unit at Blue Heron is not listed on MLS given that it has not sold yet. Chair Petracca said that she would follow up with CHAPA about this.

**New Business**

None

**Communications**

None

The next regularly scheduled Affordable Housing Trust Meeting will be on Thursday, June 1, 2023 at 7 P.M. via Zoom.

**Adjournment**

There being no further business to consider,

**Trustee Williams moved to adjourn the meeting; Trustee Read seconded the motion, and the motion passed on a 4-0 vote. [Trustee Allison had previously departed]**

The meeting adjourned at 8:17 PM.

Respectfully Submitted,

Frank S. Streeter, Secretary