



Town of Wellfleet
Wellfleet Affordable Housing Trust
Board of Trustees
Minutes of November 15, 2021

Present: Elaine McIlroy, Kathleen Nagle, Harry Sarkis Terkanian, Gary Sorkin, Mike DeVasto, and Sharon Rule-Agger.

Absent: Jim Hood

The meeting was called to order at 7:04 PM by Mr. Terkanian.

1. Announcements and public comment. Ms McIlroy announced that the Town's housing web site no longer works on all platforms and the Housing authority is working on a new web site design with Barbara Woodbury who is donating her services. She also announced that the 95 Lawrence Road Task Force voted 7 – 1 to recommend the Selectboard select Preservation of Affordable Housing/Community Development Partnership (POAH/CDP) as the developer for the project. Mr. Terkanian called trustees attention to the Attorney General's review of town bylaws from the 2021 annual town meeting. Among them is the affordable housing trust bylaw which has a couple of small issues which will need correcting, but the bylaw has been approved. On the accessory dwelling zoning bylaw, deficiencies in the published notice will requires a remedial notice process. Mr. Sorkin announced the Community Preservation Committee (CPC) will be receiving upwards of \$350,000 in additional Community Preservation Act (CPA) funds. He estimates that the CPC will have approximately \$900,000 available.
2. Status reports on other housing related activities. None.
3. Mass. Housing Partnership (MHP) technical assistance grant. Deferred as this item was scheduled for 8:00 PM.
4. Fund raising for the Trust. Ms. Rule-Agger has met with a person interested in possible fundraising for the Trust. She inquired whether there were any restrictions on acceptance of donations by the Trust. Mr. Terkanian was of the opinion that acceptance of donations is permissible and agreed to confirm this. She also asked if use of donations will be held up by the current Town accounting deficiencies. Mr. Sorkin asked if there was an update available on town finances. Mr. DeVasto summarized the current status. The hope is to have tax bills issued in November and to have all all accounting issues resolved in January.
5. Possible budget request for land acquisition funding in fiscal 2023. Mr. Sorkin asked if the Trust will also request funding for administrative support and whether there is an estimate of the size of the request. There was a brief discussion of what type of administrative support is needed. Scope might include agenda posting, minutes,

possible web site maintenance, possible grant applications. This will be a continuing discussion and no action was taken.

6. Status of policy request for short term rental tax revenue. Possible language for Wellfleet's fiscal policy discussed with the Town of Brewster language as an example. Mr. Terkanian asked to propose similar language for Wellfleet. Mr. Sorkin asked if the Selectboard has proceeded as required by the policy on policies. Mr. DeVasto will follow up on the process with the Town Administrator.
7. Support for creation of accessory dwelling units. Possible structure of financial support for accessory dwelling units was discussed. Mr. Terkanian suggested a loan with principal forgivable over time in exchange for a restriction on affordability. Mr. DeVasto noted that it is similar to the loan program for home repairs which is also forgivable over time and has income eligibility requirements. One question is how much of a loan is necessary to incentivize someone to construct an affordable unit. Discussion was suspended and we returned to the MHP technical assistance grant.
8. MHP technical assistance grant resumed. Shelly Goehring of MHP joined the meeting. Mr. Terkanian provided a brief summary of progress on the Trust mission statement including the text of the mission statement adopted in July and the September 29th MHP draft document. Discussion of the mission statement resulted in a MOTION: Moved by Mr. DeVasto, seconded by Ms. Nagle and after discussion it was unanimously voted by roll call vote (6 – 0) to amend the Trust's mission statement read as follows:

The mission of the Wellfleet Affordable Housing Trust is to create, preserve, and support an adequate supply of quality affordable year-round homes.

The Trust works to expand rental and ownership housing opportunities available to people at all stages of their lives to support an inclusive and welcoming community.

Discussion then centered on the Trust's goals and strategies in the September 29th draft. After revising the draft, final consideration is deferred to the next meeting. Ms. Goehring left the meeting.

9. Discussion of support for accessory dwelling units resumed. Mr. Terkanian noted that the buydown program spends \$200,000 in exchange for a permanent affordability restriction so \$15,000 for a 15 year restriction seems reasonable. The main question is how much of an incentive will induce people to create these units and restrict them. Mr. Sorkin noted the past challenges with administering programs based on income lease documentation. The Housing Authority now contracts with CDP to administer the down payment assistance program which has similar income documentation requirements. The cost of administering such a program should be included in the program cost. Administering such a program could be done by town staff or contracted to an outside party. Given the current staffing loads, this might require additional staff. Monitoring of all accessory dwelling unit bylaw compliance is also required and could be included as part of this project.

10. Future meeting agenda items and next meeting date. Possible agenda items include: continuation of discussions about town meeting requests, CPA bonding, Trust account balance, support for accessory dwelling units, status of requests for proposals (RFPs), and Trust goals and strategies. Next meeting will be December 13, 2021 at 7:00 PM.
11. Approval of minutes. MOTION It was moved by Mr. Sorkin, seconded by Ms. Rule-Agger and, after one correction, unanimously voted by roll call vote (6 – 0) to approve the minutes of the November 4, 2021 open session. Action on the executive session minutes was deferred.
12. Adjournment. MOTION: It was moved by Ms Nagle, seconded by Ms. McIlroy and unanimously voted by roll call vote (6 – 0) to adjourn. The meeting was adjourned at 9:14 PM.

Respectfully submitted

Harry Sarkis Terkanian, Chair

Public documents:

1. Trust Mission Statement as voted July 19, 2021
2. MHP Suggested Trust Strategies, Mission Statement & Goals (September 29, 2021)
3. Town of Brewster policy on funding affordable housing trust.