



Town of Wellfleet
Wellfleet Affordable Housing Trust
Board of Trustees
Minutes of September 13, 2021

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

The meeting was called to order at 7:03 PM by Mr. Terkanian.

1. Announcements and public comment. Ms. Nagle reported that follow up on a proposed purchase will take place a bit later in the fall.
2. Status reports related to housing activities.
 - A. Mr. Terkanian reported on the status of the 95 Lawrence Road project. Three responses have been received and are being reviewed, the evaluation committee is working on evaluating the proposals including developer presentations and site visits. Recommendation checking is ongoing and a financial review is pending.
 - B. The Mass Housing Partnership technical assistance scoping committee met on August 25th.
 - C. Ms. Nagle reported that the Inn at Duck Creek is now under contract and presumably unavailable as a near term housing solution.
3. Acceptance of online donations to the Trust. Mr. Sorkin reported that he has met with Jeff Tash who advised that we should get a developer. Many not for profits accept online donations so there is no technical challenge. He is not sure that the Town is in a position to process the donations. Danya Mahota was mentioned by Ms. Nagle as a possible developer. Ms. Rule-Agger asked if we should do a request for proposals. Mr. Sorkin said that the holdup is developing a statement of work for the project. Mr. Sorkin mentioned that there is a possible donor who wishes to donate in bitcoin. There are two questions: what is the mechanism; and is the Town able to accept donations in that form. The possibility of asking another non profit to act as an intermediary in accepting a donation.
4. Mass Housing Partnership (MHP) Technical Assistance Grant. The scoping committee met on August 25th. The MHP felt that the mission statement we adopted does not really tell anyone what we do and the mission statement should focus on a single concept such as "we develop affordable housing" and to say so as directly as possible. The further suggestion was a specific set of measurable goals such as "to create ____ units of affordable housing in the next ____ years." Reviewing the mission statement will continue as part of the September 22nd Community Development Partnership (CDP) check in. Ms. Nagle noted that a succinct, specific mission statement for each of the three groups would assist in discussions with the public.

5. 90 Freeman Ave. request for proposals (RFP.) Mr. Terkanian has modified the existing 2082 Route 6 (now Durkee Lane) RFP for proposed use with the Freeman Ave. property. It still needs additional editing and proofing and needs the attachments. Language contemplating multiple dwelling units still needs to be removed as the site is about 0.57 acres and will not support multiple dwellings. Mr. Sorkin noted that the land disposition agreement and deed rider for Old King's Highway would be a good match for this project. If she can locate them, Ms. McIlroy will forward the attachments used with the 2082 Route 6 or the Old King's Highway RFP for inclusion in the next draft. Ms. McIlroy has copies of draft site plans prepared by Felco Engineering for this site.
6. Draft RFP for land acquisition for housing. Mr. Terkanian has prepared a draft RFP based on one used by the Town of Chatham. The document is in near final form; issues to be addressed include being prepared to evaluate any responses and act on any acceptable ones, including funding purchases or leases. Timing for issuing the RFP was discussed in relation to the annual town meeting date in the event town meeting action is required to fund a transaction.
7. Support for Accessory Dwelling Unit (ADU) creation. No action required. Further action will require participation of a permanent building inspector.
8. Next meeting agenda and date. Next meetings scheduled for September 20, 2021 at 9:00 AM to address draft memos on audit services and on allocation of short term rental tax receipts to the Trust and a regular meeting on October 4, 2021 at 7:00 PM. Both RFPs should be on the October 4th agenda.
9. Approval of minutes of August 16, 2021 (open session). MOTION: It was moved by Ms. Nagle seconded by Ms. McIlroy and voted by roll call vote (6 – 0 – 1; Mr. DeVasto abstaining) to approve the minutes of the August 16, 2021 open session.
10. Approval of minutes of August 16, 2021 (executive session). No objections were raised to the draft. MOTION: It was moved by Mr. Sorkin seconded by Mr. Hood and voted by roll call vote (6 – 0 – 1; Mr. DeVasto abstaining) to approve the minutes of the August 16, 2021 executive session.
11. MOTION: It was moved by Ms. Nagle, seconded by Mr. DeVasto and unanimously voted by roll call vote (7 – 0) to adjourn. The meeting was adjourned at 8:23 PM.

Respectfully submitted

Harry Sarkis Terkanian, Chair

Public documents:

1. Draft minutes of August 16, 2021 open session.
2. Draft RFP for 90 Freeman Ave.

3. Draft RFP for land acquisition.