



Affordable Housing Trust Fund Board of Trustees

Date: August 11, 2022
Time: 8:30 AM – 9:30 AM
Location: Conducted via remote participation

Attendees: Beth Elliott, Karen Kelleher, Neal Mongold, Calpurnyia Roberts, Phil Tedesco
Absent: Jaclyn Pacejo, Eric Helmuth
Guests: Beverly Gallo, Rebecca Gruber
Staff: Kelly Lynema, Marisa Lau

DRAFT Minutes

The meeting began at 8:35 am via zoom. Ms. Roberts joined at 8:45am.

1. Review and Approve Minutes of June 6, 2022 and July 14, 2022

As the first item of business, the trustees elected to defer approval of the prior meetings' minutes.

2. Action Plan Working Group Update

Ms. Kelleher then presented an update regarding the development of the AHT Action Plan. She reviewed the process steps taken to date, including the Trust goals for the summer engagement process. The survey has been completed, and the final small group listening session is today at the Senior Center. A housing stakeholder meeting between town bodies, AHA, and HCA is scheduled for August 23, and all trustees are encouraged to attend. The Action Plan is scheduled to be published in early September, approximately September 6. Bev Gallo is working on the draft now, and the Trust will meet to review and approve the draft plan before publication. A public comment period will follow, as well as an additional housing stakeholder meeting on 9/15 and a public forum on 9/21. Following any revisions, the Trust will submit the Action Plan for approval to the Select Board in October.

Ms. Gruber asked if outreach would be conducted to solicit public comments on the draft Action Plan, particularly to Chinese-language speakers as a population identified by Arlington Eats as under-represented in Town. Ms. Kelleher and Mr. Mongold agreed that outreach would be appropriate here, and Ms. Gruber offered to prepare a draft outreach plan. The trustees discussed the need to prepare accessible materials that would

facilitate engagement and participation, to be further discussed in the Working Group meetings.

Ms. Kelleher then reviewed the Action Plan Priorities and Principles that the Trust Working Group initially identified for consideration. These will be revised in conjunction with the survey and listening group results. Ms. Gallo commented that it's important to maintain the focus on core principles. Ms. Kelleher then reviewed the strategies that were initially proposed for the Action Plan. Ms. Gruber mentioned that one of the themes she has been noticing is the need for resources for tenants to locate and stay in affordable housing, which is not reflected in the strategies initially proposed, and inquired whether this was in the scope of the Trust's work. Mr. Tedesco commented that the Trust should consider engaging in a broad range of activities related to promoting housing affordability and stability. Ms. Gallo further commented that it will be good for the Action Plan to encompass a wide range of strategies, without being overly technical in a way that might be alienating. Mr. Mongold agreed, but also noted that it will be necessary for the Trust to prioritize where it begins. Ms. Elliott commented that it is important for the Trust to establish its guiding principles, even as the Action Plan needs to evolve over time to changing circumstances.

Ms. Kelleher invited the trustees to consider whether the Action Plan should establish numerical goals for the initial 5-year plan, such as number of units developed or preserved. Additionally, Ms. Kelleher noted that it will be important for the Trust to consider what resources are necessary to preserve and protect the affordable housing that Arlington currently has. Mr. Mongold agreed that the Trust should establish timeframes for certain types of actions, as there will be different types of funding available over time.

Ms. Gallo then provided an update on her work revising the draft Action Plan. She expects the draft plan will be available for review by all of the Trustees by the end of next week. The trustees discussed whether the Action Plan should involve a preliminary budget for any ARPA funds that might be available to the Trust from the Town.

3. Approve Budget Expenses

Ms. Lynema then asked for an approval of \$70 for Town Day Booth and \$180 for gift cards related to the listening sessions. On a motion duly made and seconded, the Mr. Mongold, Ms Kelleher, Mr. Tedesco, and Ms. Roberts (by roll call vote) unanimously approved the expenditures.

The meeting adjourned at 9:30am.

Meeting adjourned at approximately 7:25pm

Upcoming Trust Meetings: October 13, November 10, December 8