



Arlington Affordable Housing Trust Fund Board of Trustees

Date: June 27, 2024
Time: 7:00 – 8:00 PM
Location: Conducted via remote participation

Attendees: Karen Kelleher, Eric Helmuth, Jack Nagle, Neal Mongold, Sarah Suarez
Absent: Beth Elliot, Phil Tedesco, Jaclyn Pacejo, Vicmarie Santiago
Guests: Rebecca Gruber, Angel Mozina

Meeting Minutes

1. Action Plan Implementation

Goal: Create More Affordable Housing

Update on the RFP for Funding Application for the Acquisition, Creation, and Conversion (ACC) Program.

Ms. Suarez provided an update on the status of the RFP for the ACC program noting it was now live on the Town's website and the Town Manager announced its release on his ACMI update that week. The program is open to Arlington property owners, developers, CDC's, non-profit organizations, etc. for the creation of new affordable housing unit to be subsidized by \$3M in ARPA funds allocated for the production of Affordable Housing. There are multiple ways the program can be utilized subject to the property being deed-restricted for a minimum of 20 years to household earning not more than 100% AMI. Additional details of the program are available on the Trust's website.

Ms. Kelleher thanked Laura Weiner and Sarah Suarez for their work on preparing the RFP. She continued that the intent of the ACC program is to remain flexible and that every proposal will be considered. Funds must be allocated by the Trust no later than December 31, 2024 and spent by December 31, 2026.

Mr. Nagle stated that the Arlington Housing Authority (AHA) has an RFP out for the purchase of properties and is curious if the AHA would be able to apply for funds or if there would be a conflict of interest because he is a member of the Trust and the Executive Director of the AHA.

Mr. Helmuth stated he believed it would be fine as its similar to applying for Community Preservation Act funds where multiple Boards and Committees work together to provide funding sources for projects.

Ms. Suarez to confirm with Town Counsel and report back at the next meeting.

Mr. Nagle provided additional information on AHA's RFP which is available to view at their website.

Ms. Kelleher discussed the need for public outreach efforts on the ACC program.

Ms. Gruber suggested that instead of organizing a public outreach event it might be more beneficial to just host a webinar and record it. It could be advertised to the public, but the Trust should send out targeted invitations as well. Suggests reaching out to the Redevelopment Board, Inspectional Services Department, the ZBA, etc.

Ms. Kelleher agreed and stated the recording and FAQs should be available on the Trust's website.

Discussion ensued regarding the Trust hosting a Virtual Information Session for the RFP and the date selected for the event was July 25, 2024 at 6pm.

Ms. Kelleher advised a review process would need to be put together as well the appointment of Review Committee members to assist with the review of any applications that come forward. The review process needs to include a preplanned discussion and communication effort.

Mr. Mongold volunteered to send the Information Session invite to the HCA for possible distribution to their donor list.

Housing Corporation of Arlington (HCA) Project Updates

Mr. Mongold provided an update on the 10 Sunnyside Ave project noting that it received funding approval of its Community One Stop application with the State. Very exciting news and means that HCA can now move forward with its plan to start work on the project once funding is received, likely March 2025.

Mr. Mongold discussed the Dorothy Rd Accessory Dwelling Unit project noting that the issues with the helical piles were being addressed by Reframe Systems and the Affirmative Fair Housing Marketing Plan was being finalized by HCA's property management company for the Lottery Program. A ribbon cutting ceremony will be held sometime at the end of July with a plan to invite legislative representatives and EOHLIC Secretary, Ed Augustus.

Goal: Build the Financial Strength of the Trust

Treasurer's Report

Ms. Kelleher provided an update on the state of the Trust's finances acknowledging that the Real Estate Transfer Tax that was anticipated to be a potential funding source for the Trust was not included in either the Senate or House's housing bills. As a reminder, the Trust had agreed to spend 2 years of time advocating for the Transfer Fee Tax and then would move to other funding sources. The Trust therefore needs to focus its efforts on CPA and CDBG funding, as well as any additional state and/or federal funding resources.

2. Affordable Housing Zoning Overlay Update

Ms. Kelleher provided an update on the Affordable Housing Overlay District stating that the working group will continue its efforts to identify locations and details of the District to bring to the Spring Town Meeting 2025.

Ms. Gruber commented that the Overlay District will require a significant amount of community outreach and endorsements from multiple organizations and communities.

Ms. Mozina agreed and expressed her excitement over the potential Overlay District.

Mr. Mongold motioned to adjourn the meeting. Seconded by Mr. Nagle. All in favor. Meeting adjourned at 8:00PM