

**Watertown Housing Partnership
Meeting Minutes
Tuesday, August 18, 2015
Watertown Administration Building**

Member Attendees

Fred Reynolds (Chair), Brian Costello (Watertown Housing Authority), Cliff Cook, and Andrea Adams

Others Present

Hannah Brockhaus (MetroWest Collaborative Development)

I. Approval of Meeting Minutes

a. Draft Minutes from May 19, 2015

Mr. Reynolds asked about how the monitoring mentioned in the draft Minutes would be accomplished, and if the Housing Partnership needed to take action on this?

Ms. Adams noted she had E-mailed a letter back in May to the property owner or property manager of record for the affordable Inclusionary Zoning units. She noted the letter offered three options for monitoring: 1) Done by facility in house, 2) Done by a contractor for the facility, or 3) Done by the Town. She said in the case of options #1 or #2, the facility would be required to submit a monitoring report. In the third option, the Town would charge a fee per unit monitored of \$200.

Mr. Reynolds thanked staff for that clarification, and asked for a motion to approve the draft Minutes as presented. Mr. Cook moved to approve the draft May 19, 2015 Minutes as presented. Mr. Costello seconded the motion, which passed unanimously.

II. Watertown Housing Authority: Update on Repair of McSherry Gardens Balconies

Mr. Costello gave an update on the status of the balcony repairs. He said the bids had been received in June, and the contractor, DeMello, that had done some of the same work on the property, had been selected to complete the repairs. Mr. Costello noted the repairs had been completed as of yesterday, August 17, 2015. He said the Housing Authority was looking to do other repairs as part of its ongoing maintenance program, including American with Disabilities Act (ADA) compliance upgrades, and canopy repairs as McSherry Gardens.

III. Saint Joseph Hall: Update on Roof Repair

Ms. Adams provided Housing Partnership with an update on the status of the roof repairs at St. Joseph Hall. She said Ms. Van Campen, MetroWest Collaborative Development's Executive Director, received a check this Friday for \$185,000 pledged by the Housing Partnership. Ms. Adams also noted that there has been good discussion with the Boston HUD office about declaring the project "troubled," so that it can receive more HOME funds. (A project that has been closed in IDIS cannot receive more HOME funds, and the St. Joseph Hall project was closed in March 2015). Ms. Adams noted in closing that the WestMetro HOME Consortium towns pledged approximately \$300,000 in support of the project, which shows a significant commitment to the project by the Consortium.

IV. Draft 2015 Consolidated Annual Evaluation and Performance Report (CAPER)

Ms. Adams summarized the CAPER, which had been previously distributed to the Housing Partnership members.

Mr. Reynolds asked if there were any questions? Hearing none, he asked for a motion on the CAPER.

Mr. Costello moved to accept the draft CAPER as presented, and to send it on to the HOME Consortium. Mr. Cook seconded the motion, and it passed unanimously.

V. Housing Fair

Mr. Reynolds suggested that the Housing Partnership could use some funds to support having a housing fair in the Fall. He said there would have to be significant support from the Town Health Department, particularly because the focus should be de-leading. He also suggested that the Housing Partnership consider grants or loans for de-leading activities. Noting the few members in attendance, he also suggested this item be discussed in more detail at a future Housing Partnership meeting.

Adjourn

Mr. Reynolds asked for a motion to adjourn the meeting.

Mr. Cook moved to adjourn the meeting, and Mr. Costello seconded the motion, which was unanimously approved.

Meeting adjourned at 6:25 PM.