



## Affordable Housing Committee Meeting Minutes

Date: March 23, 2021

Time: 7:00 pm

Location: Remote

**Attendees:** Chairperson, Brian Keating; Clerk, Lora Woodward; Members: Ken Hartlage, John Ladik, Sean McCaffery, Renee D'Argento

**Guests:** None

### 1. Call to Order

7:02pm by Chair, Brian Keating

### 2. Acceptance of Minutes of any previous meetings

John Ladik makes motion to accept the meeting minutes of 3/2/21; Renee D'Argento seconded. Vote was 6-0; Motion passed.

### 3. Civic Engagement Night AHT Presentation – Renee

- a. Town Meeting has been pushed back to June 12th, so the Civic Engagement Night will occur a few weeks prior to that meeting so it is fresh in the minds of attendees
- b. Renee addresses questions that came in prior to the meeting; John brought up that some of the talking points didn't align with what is included in the town warrant. Renee shared that all of her talking points are coming from the MA Housing Partnership information.
- c. A few members of the committee suggested a reorder of the slides, so that the initial slides explain the benefits and why it is needed here; what is the AHT and why do we need it now; we should be telling the story of how the AHT solves problems for the community
- d. The committee then discussed other marketing techniques to use prior to the Town Meeting:
  - i. Brian's video to be released in advance of Civic Engagement Night
    1. Video will be more of a 101 – on video access
    2. Renee suggested that the Lawrence library could be put on their Facebook page
    3. 90% complete by the end of the week
    4. Something to go out on demand at the end of the following week
    5. End with Frequently Asked Questions
      - a. How are we going to pay for this?

- b. Are my taxes going to go up?
  - ii. Have residents tell their story about wanting to stay in town and how affordable housing would make a big difference.
    - 1. Consider doing an interview with Phil Durno; Renee will reach out to him
  - iii. Buzzkillers – Brian to have an interview
  - iv. A slide for Pepperell Community Media as a filler – Lora to create and send to the group for review
  - v. Affordable Housing local examples – Renee to send to Brian; Sean brought up some examples in Groton
    - 1. Ken suggested finding examples funded by Affordable Housing Trust
    - 2. Westford has an Affordable Housing Trust – this would be a story to tell
    - 3. Lincoln (the town) created a townhouse development for teachers and fire department

#### 4. **Updates and progress on AHT Action Plan**

- a. The following Inclusionary Zoning Bylaw Recommendations were discussed by the committee:
  - i. Paying a fee in lieu of delivering a housing unit is allowed.
  - ii. All new housing, mixed use and housing conversion projects involving \_\_\_\_ or more units are covered by the Inclusionary By-Law.
  - iii. In covered projects 25% of the units must be affordable units.
  - iv. Affordable units can be on site or off-site in there is a greater benefit to town.
  - v. All covered units will be deemed affordable in perpetuity.
  - vi. The Pepperell AHT or Pepperell Housing Authority will be responsible determining housing eligibility and monitoring the units.
  - vii. ? All projects will comply with current zoning including the Open Space bylaw.
- b. The Planning Board will be writing the bylaw, so the idea is to discuss and come to a consensus on what the AHC is recommending being included in the bylaw.
  - i. The committee discussed whether it could we get NMCOG to create an inclusionary zoning bylaw
  - ii. Lora to reach out to Planning Board chair to find out timeline and how much energy is going to be put toward this in the near future
  - iii. Sean will look at other towns' inclusionary zoning bylaws and share them with the group; he will draft one for Pepperell based on other examples
- c. The group discussed how to entice developers to build housing that is suitable to Pepperell and includes affordable units
  - i. Renee brought up that we should encourage single level housing for seniors and rental units; we should put RFPs for the community's priorities
- d. We are the subject matter experts; Ken and Sean are going to work on developing a bylaw based on other examples.
- e. Brian will come up with an RFP example.

#### 5. **Next Meeting**

Set for Tuesday, April 13, at 7:00 p.m.

#### 6. **Adjournment**

Motion to adjourn made by Ken Hartlage; Seconded by Renee D'Argento.  
Voted 6-0; Motion passes unanimously. Meeting adjourned at 9:00pm.