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**MELROSE AFFORDABLE HOUSING TRUST FUND BOARD OF
TRUSTEES MEETING MINUTES**

Regular Meeting

Monday, February 9, 2026

6:00 PM

Cassidy Conference Room, 562 Main Street, Melrose

PRESENT: Amy Tierney, James Oosterman, Helena Widtfeldt, & Lori Massa, Director & City Planner (Mayor Grigoraitis designee)

ABSENT: Mayor Grigoraitis, Joe Viola

STAFF PRESENT: Maya Noviski, Senior Planner

The meeting was called to order at 6:00 PM by Chair Amy Tierney.

APPROVAL OF MINUTES

Board of Trustees Regular Meeting, January 12, 2025

Mr. Oosterman made a motion to approve the meeting minutes. Ms. Widtfeldt seconded the motion. All voted in favor. None were opposed.

REVIEW OF NORTH SUBURBAN CONSORTIUM'S DOWN PAYMENT ASSISTANCE PROGRAM

Maya Noviski, Senior Planner shared that the North Suburban Consortium (NSC) provides a down payment assistance loan program. The program offers up to \$10k for market rate properties or \$5k for NSC HOME subsidized properties. Applicants that qualify for assistance can utilize this program to help purchase a property in Melrose.

1Q 2026 IMPLEMENTATION PLAN FOR EDUCATION & OUTREACH GOAL

The Board reviewed a draft slide presentation that was compiled by Ms. Tierney and Mr. Oosterman. The presentation contains information on the goals and mission of the Trust, and the state of housing in Melrose. Members discussed the intent of the presentation and the intended audience, and suggested several edits that Ms. Tierney agreed to incorporate into the next draft. Members also discussed presenting the slides to City Council. Ms. Tierney noted that she would coordinate with the Mayor to identify when the Board could appear before Council.

The next Board of Trustees meeting is scheduled for March 9, 2025, at 6:30pm.

The meeting adjourned at 7:00pm.