

**MELROSE AFFORDABLE HOUSING TRUST FUND
BOARD OF TRUSTEES
MEETING MINUTES
Regular Meeting
Monday, February 10, 2025
7:00 PM
Cassidy Conference Room, 562 Main Street, Melrose**

PRESENT: Mayor Jennifer Grigoraitis, Amy Tierney, James Oosterman, Helena Widtfeldt & Joe Viola

ABSENT: None

STAFF PRESENT: Maya Noviski, Senior Planner

The meeting was called to order at 7:00 PM by Chair Amy Tierney.

APPROVAL OF MINUTES

Board of Trustees Regular Meeting, January 13, 2025

A motion was made and seconded to approve the meeting minutes. All voted in favor. None were opposed.

Board of Trustees Subcommittee Meeting, January 30, 2025

A motion was made and seconded to approve the meeting minutes. All voted in favor. None were opposed.

87 WEST WYOMING APPLICATION

The North Suburban Consortium granted the Affordable Housing Trust a 6-month extension on a loan which is now due on September 16, 2025. Lori Massa, City Planner, has notified the Melrose Affordable Housing Corporation of this extension.

MASSACHUSETTS HOUSING PARTNERSHIP (MHP) TECHNICAL ASSISTANCE

Shelly Goehring, Senior Program Manager, MHP, provided an overview of the Technical Assistance (TA) grant the Trust received from MHP. The scope of the TA includes supporting the creation of an action plan for the Trust with goals and strategies, and guidelines for dispersing funds. The process is expected to take about eight months, concluding in October 2025.

Ms. Goehring noted that the Board can consider sharing the draft goals with the community and requesting feedback before finalizing them. Some effective public engagement strategies could include having a table/booth at a community event, requesting feedback on the draft goals from specific stakeholders such as previous members of the Affordable Housing Task Force and the

Melrose Emergency Fund Board Members, or hosting a meeting for members of the public to review the draft goals and strategies. Members agreed to continue brainstorming ideas for public outreach to discuss at the next meeting.

One Member wondered about possible sources of income for the trust fund in the absence of a Community Preservation Fund and Ms. Goehring suggested that securing stable funding sources could be one of the Board's goals.

In preparation for the next meeting, Board Members were asked to:

- Review Melrose's Housing Production Plan
- Draft 2-3 measurable goals
- Begin thinking about a Mission Statement, and;
- Brainstorm ideas for community outreach on draft goals.

MEETING SCHEDULE

The Board agreed to a regular meeting schedule on the second Monday of each month at 6:30 PM. The next regular Board of Trustees meeting is scheduled for March 10, 2025, at 6:30pm.

The meeting adjourned at 7:40pm.