

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

Regular Meeting

Monday April 14, 2025

6:30 PM

Cassidy Conference Room, 562 Main Street, Melrose

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

ABSENT: Mayor Jennifer Grigoraitis

STAFF PRESENT: Lori Massa, Director & City Planner and Maya Noviski, Senior Planner

The meeting was called to order at 6:31 PM by Chair Amy Tierney.

APPROVAL OF MINUTES

Board of Trustees Regular Meeting, March 10, 2025

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

Board of Trustees Subcommittee Meeting, March 24, 2025

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

Board of Trustees Subcommittee Meeting, April 7, 2025

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

MASSACHUSETTS HOUSING PARTNERSHIP (MHP) TECHNICAL ASSISTANCE

Shelly Goehring, Senior Program Manager, MHP, reviewed a revised draft of the Trust's mission statement, and action plan. The updated draft incorporates the comments and suggestions discussed during the full Board's meeting on March 10th and the Subcommittee's subsequent working group sessions. Board Members agreed that the draft mission statement adequately describes the purpose and intention of the Trust.

The Board discussed the draft goals. Ms. Goehring explained that the goals were revised to be measurable with numerical targets that were a reach yet achievable over the next five years. The Board supported the proposed numerical targets and clarified that the number of new units the Trust would strive to create would be in addition to the inclusionary units required in housing development proposals. The Board also discussed the draft strategies and suggested that rather than hosting an annual community engagement event, the Board would organize quarterly meetings with community partners to foster collaboration and trust. Members also suggested

editing a strategy under the second goal to state that the Board is developing a process and criteria specifically for allocating trust funds. The Board did not have any other comments or suggestions.

Ms. Tierney noted that there was an upcoming training hosted by the Massachusetts Housing Partnership from June 4-5, 2025.

An updated on the City's Subsidized Housing Inventory (SHI) will be provided at the next Board of Trustees' meeting.

The next Board of Trustees meeting is scheduled for May 12, 2025, at 6:30pm..

The next Subcommittee Board of Trustees meeting is scheduled for April 28, 2025, at 12:00pm.

The meeting adjourned at 7:40pm.