

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

Regular Meeting

Monday, May 12, 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, April 14, 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 28, 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, presented an updated draft of the Affordable Housing Trust's mission statement, goals, and strategies. Board Members were supportive of the changes and agreed that the proposed funding strategy that involves requesting an annual allocation of the City's free cash to the Affordable Housing Trust Fund should not include a dollar amount and should be re-assessed each year. The Board had no further edits to the document.

The Board began discussing next steps, including how to solicit feedback from community stakeholders on the draft goals and strategies. Members discussed hosting an event and presenting the draft to representatives from the Melrose Affordable Housing Corporation, the Melrose Housing Authority, local real estate agents and/or developers, the Council on Aging, Congregation Homes, faith-based community groups, the League of Women Voters, Mystic Valley Elder Services, and City Councilors. The Board also discussed the plan's implementation and Ms. Goehring suggested that the Board create subcommittees comprised of one or two Members to work on each goal. The subcommittees would then report back to the full Board during regular meetings for further discussion. Prior to these steps, Members agreed that it would be helpful to start working on guidelines for the Trust since the repayment of the bridge loan for the 87 West Wyoming Avenue project is due in September.

UPDATE ON MELROSE SUBSIDIZED HOUSING INVENTORY (SHI)

Lori Massa, City Planner, provided an update on the Subsidized Housing Inventory (SHI). She explained that the Executive Office of Housing and Livable Communities (EOHLC) recently completed their biennial update and the City must create 216 more affordable housing units to meet the 10% safe harbor threshold. Ms. Massa explained that the City expects to be adding more units to the list from projects that are either under construction or nearing completion. She also noted that some of the projects on the SHI were permitted as Comprehensive Permits, meaning not all the units on the SHI are deed-restricted affordable units.

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

The meeting adjourned at 7:36pm.