

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

Friday, May 23, 2025

10:45 AM

Remote via Zoom

PRESENT: Amy Tierney & Joe Viola

ABSENT: None

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

Pursuant to Chapter 2 of the Acts of 2025, this meeting was conducted via remote participation. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting were found on the City of Melrose's website, at www.cityofmelrose.org/remote-meetings. No in-person attendance of members of the public was permitted, but every effort was made to ensure that the public could adequately access the proceedings in real time.

The meeting was called to order at 10:45 AM by Chair Amy Tierney.

MASSACHUSETTS HOUSING PARTNERSHIP (MHP) TECHNICAL ASSISTANCE

Shelly Goehring, Senior Program Manager, MHP, provided examples of guidelines from the Beverly, Malden, Lynn, and Brewster Housing Trusts. Ms. Goehring confirmed that the guidelines would act as the Trust's action plan for the next five years but could be revised at any time. Members agreed that the Subcommittee should prioritize in addition to working on the action plan, creating an application form for use of Trust funds since an application has been submitted. Planning Staff agreed to create a draft for the next meeting and Ms. Goehring agreed to draft an outline of the guidelines.

The next Subcommittee of the Board of Trustees meeting is scheduled for June 13, 2025, at 10:45am.

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

The meeting adjourned at 11:30am.