

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

**Friday, July 11, 2025**

**11:00 AM**

**Remote via Zoom**

**PRESENT:** Amy Tierney & Joe Viola

**ABSENT:** None

**STAFF PRESENT:** Lori Massa, City Planner & 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](http://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 11:02 AM by Chair Amy Tierney.

**MASSACHUSETTS HOUSING PARTNERSHIP (MHP) TECHNICAL ASSISTANCE**

The Subcommittee reviewed an updated draft of the selection criteria for reviewing applications. Members supported the changes and agreed that a point system will help with application review. Members discussed whether the Board should have a criterion based on how well the proposal aligns with the City's Housing Plan and Master Plan since it could be onerous for the applicants to go through these extensive documents and the MAHTF guidelines and criteria should already be addressing the housing needs identified in the documents. Members decided that it would be helpful to keep this as a criterion that should be met to underscore its importance. The draft selection criteria and application form will be brought before the full Board at the next regular meeting for review and approval.

Members discussed the pending 87 West Wyoming Avenue application, noting that if the Board felt comfortable voting to accept the application form and selection criteria at the next regular meeting, the application form would be provided to the Melrose Affordable Housing Corporation to complete for the August meeting. If the funds were granted, Members noted that the Board would have to include the length of affordability for the units and the regulations on if the units are sold as part of the vote.

Shelly Goehring, Senior Program Manager, MHP, discussed having a full draft of the Trust guidelines and an implementation plan by the fall followed by community engagement regarding the Trust's goals and actions.

The next Board of Trustees meeting is scheduled for July 14, 2025, at 6:30pm.

The meeting adjourned at 11:45 AM.