

# Edgartown Affordable Housing Committee Meeting

Tuesday, May 16, 2017 at 5:00 PM

Members in Attendance: Chairman Mark Hess, Vice Chair Tim Rush, Christina Brown, Melissa Vincent, Joseph Roberts, Nancy Trimper

Others in Attendance: Chief Procurement Officer Juliet Mulinare, Administrative Assistant Arielle Hayes

Chairman Mark Hess called the meeting to order at 5:00 PM

## **Agenda Item 1. Minutes:**

There were no minutes to review.

## **Agenda Item 2. Meshaket:**

Juliet Mulinare reviewed her revisions to the RFP, including recommendations regarding the invitation to bid, background, evaluation criteria and the selection process. The RFP revisions were discussed and Mark Hess suggests the committee take Juliet's suggestions home to review and proposes to use the first committee meeting in June to focus solely on the RFP. Juliet agrees to be present at the next meeting and suggests the committee also review the supplemental RFP's from Nantucket and Eastham as reference to the revisions she suggested. The RFP meeting will be held on Tuesday, June 6, 2017 at 5 PM.

## **Agenda Item 3. Review Procedures with Ms. Hayes/Progress Report:**

Mark Hess reviews with the committee what the new Affordable Housing Committee's Administrator, Arielle Hayes has accomplished in the weeks she's been on board. Mark Hess and the assistant have been over multiple procedures and processes together and her transition seems to be moving smoothly.

## **Agenda Item 4. Old Business:**

Mark Hess suggests finding out what the allowable sale price is for an unbuildable lot. Committee members believe it is \$40,000.00. The assistant will look further into this matter to confirm.

Mark Hess signed a document for Donald Casey regarding the re-mortgaging of his home that was previously voted on and approved by the committee.

The assistant discussed working with Adam Darack to put together a realty database in the near future to store all information on the affordable housing inventory. The assistant gathered inventory lists for the

committee to review and later add to.

The assistant discussed scheduling a meeting with management at Morgan Woods and the Affordable Housing Committee members. At this meeting the financial earnings of Morgan Woods would be discussed and a plan for payment of the a percentage of these earning to the trust will be determined.

Melissa Vincent suggests getting audited financials biannually.

Nancy Trimper suggests writing a letter to the management of Morgan Woods to get the audited financials of the last 3 years. The assistant will send the letter in the coming week.

**Agenda Item 5. New Business:**

There was no new business discussed.

**Agenda Item 6. Correspondence:**

The was no correspondence discussed.

**Agenda Item 7. Public Inquiry:**

There were no public inquiries.

Tim Rush will reserve the Edgartown Public Library for June 20<sup>th</sup>, at 4:45 PM for the Trust and 5:00 PM for the committee. The following meetings with be July 11<sup>th</sup> and August 8<sup>th</sup> at 4:45 PM and 5:00 PM at the Edgartown Public Library.

Meeting was adjourned at 5:02 PM

Respectfully Submitted,

Arielle Hayes