

Town of Agawam
Housing Committee
Minutes
May 22, 2018

Members Present: Paul Jenney, Gail Mathes, Joseph Mineo, Mark Paleologopoulos, Mildred Parzychowski, Vincenzo Ronghi, Corinne Wingard.

Others Present: Henry Kozloski.

Meeting called to order at 6:00 by Joseph Mineo, City Council Representative to committee.

1. Approval of Minutes of November 28, 2017:

Motion to approve by Member Ronghi, Second by Member Paleologopoulos. In favor: Members Jenney, Paleologopoulos, Ronghi, Abstain: Members Mathes, Mineo, Parzychowski, Wingard.

2. Duties and Responsibilities of Housing Committee:

Member Paleologopoulos asked what Duties of Ordinance committee can do. Member Parzychowski suggested committee could recommend. Member Jenney stated need Mayor on board. Member Ronghi stated committee recommending body and promote interest. Prior administration had no interest. This has changed considerably. Attended meeting with Mayor, Director of Planning and Community Development, and Director of Housing Authority. Mayor is extremely interested and looking to committee. Planning Director actively looking at options for administration to promote housing, such as Aging in Place.

Member Wingard stated Planning Director said will come to more housing committee meetings and can be conduit to Mayor.

Member Paleologopoulos brought up accessory apartments. Member Ronghi suggested looking at what has been done. Member Paleologopoulos stated Planning Director brought to last meeting of Planning Board.

Member Paleologopoulos noted that because of Wayfinders housing had been a touchy subject for a while, but not so much still the case.

Member Wingard brought up committee prioritizing Duties and Responsibilities in Ordinance not yet addressed.

Member Paleologopoulos asked if should break out items in Section D of Ordinance and review to see if anything needs to be added. Stated not in favor of prioritizing because things not prioritized don't get done. Member Wingard asked if committee should consider subcommittees. Member Paleologopoulos offered to create a document broken out to discuss at next meeting and send out to members before next meeting. Asked members to send him any ideas/suggestions to include. Member Wingard suggested committee not hit "respond all" to email, as Director of Planning had recommended, to not risk violating Open Meeting Law. Member Wingard reported

attending presentation Monday by Inspector General's Office for members of public boards and commissions where presenter stated that personal cell phones and emails could be subpoenaed. Member Ronghi suggested asking Planning Director to set up emails for committee members, as has been done in past for Commissioners of Housing Authority. All agreed. Member Wingard will contact Planning Director.

3. Re-Organization of Housing Committee:

Motion by Member Paleologopoulos to take Agenda out of order and move this item to end. Second by Member Ronghi. All in favor.

4. Announcements:

Member Wingard distributed Basic Informational Packet for Housing Committee Members, so all members, newly appointed and previously serving have same basic information including:

1. Ordinance(s) Creating and Expanding Housing Committee, May 2014 and May 2016.
2. Mission Statement.
3. Office Inspector General, Guide for Members of Public Boards and Commissions.
www.mass.gov/OIG/Guide.
4. Housing Needs Assessment Power Point, April 12, 2016.
5. Housing Needs Assessment, Executive Summary, May 4, 2016.
6. Housing Production Plan FY 18-22, Condensed Version.
7. Chapter 40-B (update in 2018 coming soon).
8. Subsidized Housing Inventory (Soldier On not included).
9. HUD FY-2018 Income Limits.
10. Pioneer Valley Regional Housing Committee and 2013 Regional Housing Plan (in review by PVPC).
11. Easthampton Housing Video. (link to follow).
12. Definitions. (more to follow).
13. Municipal Housing Trusts.
14. DHCD Local Action Units/ LIP 40-B.
15. Open Meeting Law:
<https://www.mass.gov/the-open-meeting-law>
16. Key Housing Resources:
Citizens Housing and Planning Association,
(CHAPA).
Massachusetts Housing Partnership,
(MHP).

Member Wingard asked any members who do not have copy of full report of Housing Needs Assessment and Housing Production Plan to so advise and will get copies. Members Parzychowski and Mathes asked if available online and Member Wingard stated thinks both on town website under Housing Committee. For convenience, Planning Director will sign up all housing committee members to receive

emails from CHAPA and MHP, and members who do not want to receive emails to unsubscribe.

Member Wingard announced Mass Housing Partnership (MHP) Annual Spring Housing Institute to be held June 6 and 7, 2018 in Devens. Has attended many MHP Housing Institutes and recommended members attend, if possible, even for one day. Member Ronghi stated attended for first time last year and highly recommend as opportunity to learn about housing and for networking. CPA Chair Kozloski also attended last year and stated Institute available electronically.

Member Wingard announced CPA (Community Preservation Act) Public Hearing June 26, 2018. CPA Chair Kozloski stated meeting held at Library at 7:00 p.m. Brief CPA committee meeting held first. CPA Chair Kozloski asked Member Ronghi who is also member of CPA to do presentation on housing at the Public Hearing. Stated there is \$700,000. in CPA designated for housing.

Member Wingard reported there is a lot of legislation related to housing being considered in this legislative session and will report what is passed.

5. Suggestions for Agenda for next meeting:

Review document of Duties and Responsibilities prepared by Member Paleologopoulos.

Consider possible recommendations by committee for CPA Public Hearing.

Discuss Zoning. Member Ronghi stated Mayor has sub-committee re: zoning with many committees and department heads.

Motion by Member Paleologopoulos to take up item 3 on Agenda, Re-Organization of Housing Committee. Second by Member Ronghi. All in favor.

Member Ronghi nominated Member Mineo to be Chair of committee, Second by Member Parzychowski. All in favor. Chair Mineo nominated Member Paleologopoulos to be Vice Chair of committee. Second by Member Jenney. All in favor. Member Ronghi nominated Member Wingard to be Secretary of committee. Second by Member Jenney. All in favor.

Committee agreed to meet monthly, fourth Tuesday of month, at 6:00 p.m. at the Library, Peirce Room. Chair Mineo sees need to meet with Mayor. All agreed and Secretary Wingard asked if Chair wants to meet individually with Mayor or ask Mayor to meet with committee. Chair Mineo stated both and will set up meeting with Mayor.

6. Any other business that may legally come before the committee:

Paperwork sent to committee members to be completed. In addition, there is a conflict of interest law online training program which must be completed every 2 years.

Motion to adjourn at 6:55 p.m. by Member Ronghi. Second by Member Parzychowski. All in favor.