

Town of Agawam
Housing Committee
(draft) **Minutes**
 June 26, 2018

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

Others Present: Henry Kozloski. Will Clark, Mayor Sapelli.

Meeting called to order at 6:04 by Mark Paleologopoulos, Vice-Chair, at request of Chair Mineo, who cannot stay for entire meeting due to City Council Meeting.

1. Approval of Minutes of May 28, 2018:

Motion by Member Parzychowski, Second by Member Mathis. All in favor.

2. Review Duties and Responsibilities of Housing Committee:

Vice Chair Paleologopoulos asked which of the nine duties and responsibilities listed in the Ordinance have been implemented. Number 1 – “Completion of periodic local housing needs studies” has been done with an initial study done May 4, 2016. Number 2 – “Development and implementation of housing action plans”, has been partially done, with a Housing Production Plan completed for FY 2108-22. The plan is in the process of being implemented.

Member Ronghi stated this is not a check list to be completed, but ongoing and regular involvement. Asked how housing committee could have ongoing and regular involvement with Number 3 – “Review of and making recommendations on housing proposals that include the creation of housing opportunities that are affordable to households of all income levels and abilities that are seeking local support or permitting”. Member Wingard stated important to work closely and collaboratively with Planning Department, with which all members and Director of Planning and Community Development Strange agreed. Director Strange stated there is not a single project with an affordable component. Member Parzychowski suggested committee be advised of anything greater than a few houses.

Vice Chair Paleologopoulos stated need for committee to be thought of as effective, promote what have done/accomplished, and what items working on. Raised question of how many people know what we’ve done. Committee agreed ask Mayor and Director Strange notify housing committee early in process – if possible incentivize for affordable component. Member Parzychowski stated there are local, state, and federal resources, and is taking a training through Community Reinvestment Act which will provide \$10,500. for down payment and closing costs for families of certain size earning up to 100% of Area Median Income, and will report back info to committee.

All agreed committee can be advocate to Mayor and Council. Member Ronghi stated if part of process early on, when project before Planning Board, committee can

be research panel for developer to advocate to CPA and City Council. Stated dependent on Planning Board to write into their process to bring housing committee in. Not necessarily all seven members of committee attend – can report back.

Vice-Chair Paleologopoulos stated good for Council to be involved, and Chair Mineo stated would bring info back to Council, and importance of good communication with Administration. Member Wingard stated importance also of working with community.

Member Ronghi stated the reason some items related to duties and responsibilities on Agenda tonite is so can put committee's thinking on radar at CPA Public Hearing next night.

Director Strange reported that there had been a meeting that day with Wayfinders about the 40B development at 586 Mill St, where working on their site plan, before Wayfinders files for the 40B. Director Strange will share the application with the housing committee once DHCD approves, after which Wayfinders comes in for a 40B with the ZBA. The process is all done with the ZBA, and the housing committee can be one of the entities that gives comments. The ZBA has a consultant thru the Massachusetts Housing Partnership (MHP), who will come in once the ZBA gets the project eligibility letter. Copies of the packet will be available in the Planning office.

Vice Chair Paleologopoulos suggested all members keep copy of duties and responsibilities of committee, and able to say working on all nine items.

Regarding Number 4 – “Active participating in review of M.G.L. Chapter 40B, Comprehensive Permit proposals”, Member Ronghi brought up the town coming up with a friendly 40B to Wayfinders. Director Strange stated he did not see this as a hostile 40B as Wayfinders has been working well with town. Member Wingard noted there is a process whereby a town initiates a development, which is commonly known as a “friendly 40B” and committee can work on this.

Member Parzychowski suggested identifying existing properties, which might be “low hanging fruit.”

Vice Chair Paleologopoulos stated responsibilities of committee in Ordinance is a living document, with items in progress, and need to recognize what progress has been made. Committee discussed possibility of sub-committees for items in duties and responsibilities and agreed not create subcommittees at this meeting tonite.

3. Vote to recommend Housing Coordinator for town as recommended in Housing Production Plan. Creation of Subcommittee to work on details and specifics for Housing Coordinator:

Member Ronghi stated need to put this on radar at CPA Pubic Hearing, where will be presenting on housing at request of CPA Chair Kozloski. Mayor Sapelli, stated need to start directing some CPA money to housing. Committee agreed on need for someone just to focus on housing. Motion by Member Parzychowski to create a part time Housing Coordinator position for the town to be funded by CPA. Second by Member Wingard. All members in favor. Sub-committee to be discussed at next meeting.

4. Vote to create Housing Trust/Re-development Authority as recommended in Housing Production Plan:

Director Strange spoke with Consultant Jen Goldson and clarified that a Housing Trust can create more affordable housing, while a Re-development Authority is more of a bureaucracy. Motion by Member Jenney that the Housing Committee recommends the creation of an Affordable Housing Trust for the town. Second by Member Parzychowski. All members in favor.

5. Discuss recommendations re: residential zoning initiatives such as accessory dwellings, infill lots, “friendly 40B’s:

Member Ronghi stated had spoken with Jen Bonfiglio, CPA administrator for town and there are several examples where towns have used CPA money to work on zoning related to housing for towns. Suggested hire someone to do research. Director Strange stated town has applied for a \$15,000. Grant to do accessory dwelling units. This is a whole process with a lot of details to work out. Committee agreed supportive of assessing. Member Ronghi stated he would put CPA on notice of this at CPA Public Hearing.

6. Preparation for CPA Public Hearing, June 27, 2018:

Member Ronghi stated he will let the CPA know about Housing Coordinator, Housing Trust, and that may come for other zoning related to housing.

Members Paleologopoulos and Wingard suggested use this as opportunity to give background on Housing Committee and that Housing Study and Production Plans have been done.

7. Announcements:

Member Wingard will send members link to sign up to receive emails from Citizens Housing and Planning Association (CHAPA).

Director Strange requested town IT department set up committee related emails for members as requested at last meeting.

8. Suggestions for Agenda for next meeting:

Discussion of Sub-Committee for Housing Coordinator position for town.

In-depth discussion of zoning.

Report on CPA Public Hearing.

How to work with local landlords – possible Sub-Committee. Director Strange will obtain print-out list of apartments in town.

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

None.

**Motion to adjourn at 7:25 p.m. by Member Wingard. Second by Member Ronghi.
All in favor.**