



Concord Municipal Affordable Housing Trust  
Tuesday, October 24, 2023 at 5:00 pm  
[Virtual Meeting via Zoom](#)  
Approved Meeting Minutes

**1. Call to Order / Roll Call** - Chair Keith Bergman called the meeting to order at 5:03 pm on Zoom. Roll call of members present: Mike Lawson, Rich Feeley, Kerry Lafleur, and Keith Bergman. Linda Escobedo was not present. Others in attendance were Concord Housing Development Corporation chair Lee Smith; Concord Housing Authority members Stephan Bader, Edward Lerner, and Rick Eifler; and Regional Housing Services Office Director Liz Rust.

**2. Approval of minutes – September 19 and 26, 2023** - Rich Feeley moved to approve minutes of the Trust’s meetings on September 19 and September 26, 2023; seconded by Mike Lawson; and approved by a vote of 3 in favor (Mike, Rich, and Keith) and 1 abstention (Kerry).

**3. Legislative update on bills to fund affordable housing – Concord’s home rule petitions, LOHA statewide local option bill, forthcoming Housing Bond Bill** – The chair reported on the Joint Committee on Revenue’s [October 11th hearing](#) on real estate transfer fees for affordable housing, including Concord’s home rule petition and the LOHA (Local Option for Housing Affordability) Coalition’s bill. Rep. Gentile testified, then a panel with Rep. Cataldo, Stephan Bader, Chris Carmody, and Keith Bergman.

Rich Feeley reported on Governor Maura Healey’s \$4 billion [Housing Bond Bill](#) filed on Wednesday, October 18<sup>th</sup> as [H.4138](#), the “Affordable Homes Act.” One of the bill’s policy sections would add a new MGL C.44, s.55D allowing municipalities to adopt a real estate transfer fee for affordable housing of 0.5% to 2.0%, paid by the seller, on the portion of the sale price over \$1 million or the county median home sales price, whichever is greater; and requiring compliance with MBTA Communities Zoning. The chair added that the bill also includes proposals to allow accessory dwelling units as-of-right, to reduce from 2/3<sup>rds</sup> to a simple majority the adoption by town meeting of inclusionary zoning, and to create paths to streamlined disposition of land under the control of a state agency or quasi for housing purposes.

**4. Implementing Housing Production Plan production strategies – status of HPP priority projects’ readiness to proceed** - The chair recalled that the Trust had voted on September 26<sup>th</sup> to adopt [CMAHT Funding Guidelines](#) to implement Housing Production Plan production strategies and advance HPP implementation priority projects by inviting applications for Trust funding on a rolling basis as each of those priority projects becomes ready to proceed. The Trust updates from sponsors on the status of their projects.

CHDC - Small Grant Program (HPP Strategy #14) - Chair Lee Smith began by discussing CHDC’s request for \$50,000 to continue its small grant program at \$25,000 for two years.<sup>1</sup> After discussion, Mike Lawson moved that the Trust vote, pursuant to the CMAHT Funding Guidelines adopted on September 26, 2023, to invite the Concord Housing Development

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<sup>1</sup> The small grants program awards up to \$4,000 to income-eligible Concord residents (up to 100% of AMI) to make repairs and alterations to their homes for safety and health reasons. Since FY 2013, the program funded \$194,000 in total projects for 66 eligible households. This program is not CPA eligible and presently has no funding source.

Corporation, as a priority project sponsor, to complete and submit to the Trust an “Application for CMAHT Funding” to continue CHDC’s small grants program for qualifying income eligible units, as described in Housing Production Plan Strategy #14; seconded by Rich Feeley; and approved by unanimous vote (4-0). The chair said the Trust would likely meet two weeks from now, and could act on a completed application from CHDC if received in time to review before the Trust’s next meeting.

CHDC - Assabet River Bluff 3 new units (HPP #1) – Lee Smith reported that an application for a Planned Residential Development (PRD) at the 1-acre Assabet River Bluff property is being reviewed by the building inspector prior to its submission to the Planning Board. It is hoped that, by January 2024, the PRD would be approved and CHDC could issue a Request for Proposals (RFP) for a developer; and that, well prior to the April 29, 2024 Town Meeting, CHDC could submit, and CMAHT could act upon, a funding application for development of 3 new affordable units, for which CHDC’s current budget estimate is \$1.5 million.

CHDC - Junction Village pre-development (HPP #2) – Lee Smith indicated that, at some point in the coming months, CHDC would be looking to apply for \$50,000 for pre-development funds for its 12-acre Junction Village property. CHDC’s plan is to issue an RFP for a Junction Village developer at the same time the Assabet RFP is issued.

Town - Acquire Surplus State Property at 91B Main Street (HPP #3) - Town Manager Kerry Lafleur indicated that, while not comfortable in tying up funds that for a project that cannot yet be moved forward, she is very interested in pursuing the 1.4-acre surplus state property at 91B Main Street for affordable housing and has contacted the Lieutenant Governor about it. The Town is also pursuing technical assistance from Massachusetts Housing Partnership under its [Complete Neighborhoods Initiative](#).

Town - Fund host community agreement to be negotiated between Select Board and NOVO Riverside Commons 40B (HPP #3) - The chair recalled that the Trust had recommended that the Town pursue a host community agreement with the developer of the NOVO 40B, which the Select Board had expressed to MassHousing its intent to do. The Select Board [discussed next steps on October 11<sup>th</sup>](#), and Deputy Town Manager Megan Zammuto will be working with Town Counsel on this, with advice from Mary Hartman, Linda Escobedo, and Keith Bergman. The [ZBA’s hearing on the NOVO 40B](#) continues on Thursday, October 26th at 7 pm.

Concord Housing Authority (HPP #3, #4) – The chair indicated that \$400,000 in HPP priority funding is programmed for CHA in FY 2025, and invited comments from CHA members present. Stephan Bader indicated CHA has applied to CPC for \$400,000 for next year, and would also pursue state funding-- including from the \$4 billion housing bond bill.

***5. Status of CMAHT grant applications to Community Preservation Committee for CPA funding and to the Town for ARPA funding*** - CMAHT made a presentation [to CPC on September 26<sup>th</sup>](#) on its FY 2025 application for [\\$500,000 to implement HPP strategies](#). Town Manager Kerry Lafleur indicated that the specifics of the ARPA funding round have not yet been determined, so the Trust has not missed that opportunity. The Town will likely be looking at what CPA projects are not funded by CPC and what Town projects are not funded by the Capital Improvements Program. Lee Smith said that CHDC had also applied for \$267,180 in CPC

funding for its affordable housing buy-down program—to add to \$233,880 from CPA 2021, for a total of \$500,000. This addresses HPP Strategies #3, #15. A total of \$1,200,680 in CPA community housing funds has been requested from CMAHT (\$500,000), CHA (\$400,000), CHDC (\$267,180), and the Town (\$33,500). The chair invited a discussion about what are the needs of each of the housing entities, and how the Trust can best support them.

40B impacts on HPP priority funding - The meeting took particular note of the filing on October 23<sup>rd</sup> of a new MassHousing project eligibility/site approval application for [The Residences at Thoreau](#)-- 216 rental units on 13 acres at 275 Forest Ridge Road—on which the Trust will schedule a fuller discussion at its next meeting. The addition of 417 new rental units (216 at Thoreau, 201 at NOVO)-- of which 105 would be affordable at 80% of AMI (54 at Thoreau, 51 at NOVO)-- would increase Concord's Subsidized Housing Inventory to 15.78%. Attendees expressed the desire to consider what impact these two 40B's would have or should have on our Housing Production Plan funding priorities, including moving from just a focus on 80% of AMI to 120% (workforce housing) and/or 60% (deeper affordability).

**6. Public Comment** – None.

**7. Schedule CMAHT's next meeting; schedule next Concord Housing Roundtable** – The Trust's next meeting will be on Tuesday, November 7, 2023 at 5 pm on Zoom.

Mike Lawson left the meeting at 6:19 pm

The chair suggested that the next Concord Housing Roundtable be scheduled for November or December with a focus on MBTA Communities Zoning and the Housing Production Plan. To pick a date, the chair will first ask the Select Board to identify dates it is available, and then those will be offered to the other roundtable partners. CHDC chair Lee Smith also suggested that CHDC and CMAHT should meet jointly before the next Roundtable.

**8. Adjournment** - Rich Feeley made a motion to adjourn the CMAHT meeting, seconded by Kerry Lafleur; and passed unanimously (3-0). The meeting adjourned at 6:21 pm.