

**Harvard Municipal Affordable Housing  
Trust Meeting Minutes –**

**November 3, 2014**

**Members in Attendance:** Greg Schmidt, David Hopper, Evelyn Neuburger, Leo Blair

**Call to order:** The meeting was called to order by the chair at 7:47 pm

**Approval of Minutes:** Blair moved that the minutes of the October 6, 2014 and October 20, 2014 meetings be approved as amended. Neuburger seconded and the motion carried.

Hopper moved that the minutes of October 21, 2014 meeting be accepted as written. Blair seconded. Motion carried with Blair abstaining.

**Littleton Road Property**

The group addressed concerns highlighted in an email sent by Nickerson concerning business terms as outlined by Metro West. Blair suggested that terms include Metro West to pay the interest on the debt/loan from the time of a Purchase and Sale agreement is signed until completion of the project. Schmidt will have Mark Lanza include this in proposed terms (not to be drawn up until after the community forum on Nov. 12).

**Community Forum – November 12,**

**2014 Agenda**

- ! Introduction by Schmidt who will act as moderator of the event
- ! David Hopper will speak on behalf of the Trust
  - o Outline process (How did we get here)
  - o Stress that there is no “chosen” developer
  - o Highlight positives of the plan and that Trust wants community feedback *before* a deal is struck with a developer
- ! Metro West Presentation-Bringing in a team
  - o Schmidt to request copy of the presentation ahead of time for review
- ! Question & Answer time – ½ hour limit

The Trust will place an ad in the paper announcing the Community forum. Schmidt will get copy to The Press.

**Process:**

Members of the Trust should visit the Planning Board and Zoning Board of Appeals as a courtesy call to make them aware of plans. Metro West will be handling applications for a comprehensive permit should this process progress (Grant process needs to be completed). Filing for the permit is not the responsibility of the Trust.

**Bank Account**

Hopper needs to get the Federal Tax ID number to Schmidt. It is needed to open accounts. Hopper suggested the account be help at Middlesex Savings Bank. Safety deposit box is with Middlesex.

**Insurance**

Interlocal insurance will not cover the Trust. Schmidt contacted Markham Priest and has received application/proposal. The yearly cost : \$500-\$1000, depending on coverage. Schmidt will send the application/proposal to Mark Lanza for review and completion.

**CPC**

Meeting on November 19, 7:45 at Hildreth House. Trust members encouraged to attend as Trust is requesting \$25,000 for design development (engineering, conceptual design) for phase 2 of Hildreth house project. COA is preparing to present phase 1 (safety and renovation) with phase 2 to follow with development elderly housing tied in.

Schmidt will post/call Trust meetings that will follow various presentations to boards, should action by the Trust be necessary.

Blair moved to  
adjourn Hopper  
seconded

Motion carried. Meeting adjourned at 8:38 pm.