



The Town of Barnstable
Affordable Housing Growth & Development
Trust Fund Board
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Mark S. Ells, Chairman

Friday, May 14, 2021
Affordable Housing Growth & Development Trust Fund
Fund Board Meeting APPROVED Minutes
9:00 A.M.

As a result of the COVID-19 State of Emergency, this meeting was closed to the public to avoid group congregation.

Alternative public access to this meeting was provided by utilizing a Zoom link or telephone number, both provided in the posted meeting notice.

Board Member Attendees: Mark Ells, Chairman, Andy Clyburn, Mark Milne, Laura Shufelt, Wendy Northcross.

Other Attendees: Ruth Weil, AHG&DTF Staff; Attorney Charlie McLaughlin, Senior Town Attorney; Elizabeth Jenkins, Director of Planning & Development; Arden Cadrin, Housing Coordinator, Planning & Development; David Anthony, Director of Asset Management; Councilor Paula Schnepf; Jake Dewey; Ellen Swiniarski, CPC Coordinator, Planning & Development.

Call to Order

With a quorum present, Chairman Ells called the meeting to order at 9:00 a.m. and stated that today's meeting is recorded and in accordance with M.G.L. Chapter 30A, s 20 he must inquire whether anyone is recording this meeting and to notify the Chairman that a recording is being made. No one came forward.

Member Introduction

By roll call (present): Wendy Northcross, Laura Shufelt, Andy Clyburn, Mark Milne, and Mark Ells.

Topics for Discussion

1. Public Comment

None.

2. Approval of minutes for the 4/9/21 meeting.

Motion was made by Wendy Northcross and seconded by Laura Shufelt to approve the April 9, 2021 meeting minutes as submitted. Roll Call Vote: Wendy Northcross (yes), Andy Clyburn (yes), Laura Shufelt (yes), Mark Milne (abstains), Mark Ells (yes). Motion carries.

3. Applications:

None.

4. Review of the Trust's Quarterly Report for the period from February 1, 2021 through April 30, 2021 to be submitted to the Community Preservation Committee (CPC).

Ruth Weil explained that the report summarizes the Trust's activities for the last three months. She said that Wendy Northcross' very helpful comments have been incorporated and the document is fairly straightforward and she welcomes any additional revisions if anyone has any.

Motion was made by Wendy Northcross and seconded by Mark Milne to approve the Trust's Quarterly Report for the period from February 1, 2021 through April 30, 2021.

Roll Call Vote: Wendy Northcross (yes), Laura Shufelt (yes), Mark Milne (yes), Andy Clyburn (yes), Mark Ells (yes). Motion passes.

5. Discussion about the submission to the Community Preservation Committee (CPC) by the Trust of a new Notice of Intent to apply for additional Community Housing funds and discussion of the process for identifying other funding sources for the Trust.

Ruth Weil explained that this agenda item had been requested by Andy Clyburn to begin the discussion regarding a new application for Community Preservation (CP) funds due to the fact that \$1.4M of the Trust funds have been committed to the Residence @ 850 project. Ruth explained that the companion discussion to this is other potential funding sources for the Trust. Wendy Northcross asked if the amount of Community Preservation (CP) funds that the Trust may obtain is limited, noting that other towns contribute at least half of those funds to housing. Mark Milne noted that the FY22 CP budget includes reservation funds of minimum set asides for each one of the three CP program areas which will be \$523,000 for each program area at a minimum. This amount represents 10% of the estimated revenues to the CP Fund we will be taking in next year. Mark said that in addition to that, there is an excess of \$1,873,000 that is going into a budget reserve that can be used for any one of the three program areas. The excess of \$1.8M is also eligible to be used for any one of the three CP program areas, however, at a minimum, there is \$523,000 for the Community Housing category that is the required 10% minimum set aside. Mark said that the Trust could easily request at least that minimum Community Housing amount of \$523,000 and then some of the budget reserve. Laura Shufelt confirmed that statutorily there is no limit on the amount of money the Trust can obtain from the CP Fund and added that outside of the 10% that is required to be used for each CP category, there is not a limit. Laura noted that two other towns on the Cape transfer 80% of their CP funding to housing, while some other towns transfer 50%. Laura recalled that the Barnstable CPC always had a healthy undesignated fund balance that has mostly been used for historic preservation and open space preservation, and had not ever been tapped significantly for housing except for the \$2.5M the Trust recently received. Wendy confirmed the three categories that CP funds may be used for: Community Housing, Historic Preservation, Open Space/Recreation. Mark Milne advised that in addition to the minimum \$523,000 set aside, the Trust could request up to the full amount of the CP budget reserve of \$1,873,000, and a portion of funds from the CP undesignated fund that currently is over \$5M as well. Wendy Northcross said that the Trust should request the maximum amount. Chairman Ells asked how much of CP funds have been dedicated at this point to Community Housing and Andy Clyburn referenced the presentation

given at the CPC meeting when applying for the original \$2.5M. He noted that at that time, to date expenditures had been \$9.4M for Historic Preservation; \$8.5M Open Space/Recreation and only \$3.1M for Community Housing. He identified that there is a definite deficiency for Community Housing on the order of 15% whereas Historic and Open Space had 45 and 40%, and said that he thought that \$1M - \$2M would be a reasonable ask from CPC. Chairman Ells expressed concern that the lower amount of \$1M, and although it is a lot of money, may not be enough given the housing market, and support of a specific funding request coming to the Trust. Chairman Ells said that the Trust should consider the Community Preservation annual, reserve and undesignated amounts and ensure that \$1.5M or \$2M would not exceed the ability of CPC as long as CPC is comfortable that the Trust is consistent with eligibility for expenditure of these funds for housing. Mark Milne agreed that the amount is fair and explained that if the Trust were to request the half million minimum set aside along with the budget reserve of \$1.9M the Trust could ask for another \$2.3M and still leave CPC with over \$6M available for Historic Preservation and Open Space/Recreation projects. Chairman Ells asked Laura Shufelt how she thought this funding request would be viewed by CPC given the Trust's uses of the CP funds and hearing what Mark Milne said what we may want to consider. Laura said that she is unsure as it is a different CPC than when she was a member but expressed that justifying \$1.4M for 10 units might be difficult as the yield may not be what CPC would have expected. However, Laura said that CPC has been recommending funds in that same range for the few people that had applied to CPC for Community Housing funds. Chairman Ells said that it seems that a reasonable range should be about \$2M each time the Trust makes an application to CPC and Laura agreed, but pointed out that the Trust also needs to have an action plan so that the Trust is not just reactive. Laura said that the Trust should also demonstrate that the pursuit of the use of public land for housing; and, buying down additional units for projects that are already required to meet the 10% inclusionary. Also, the Trust could be thinking about other avenues for buying down interest rates for home ownership after there has been the full presentation on this subject. Laura said that if the Trust provides the big picture, \$2M is not an unreasonable ask.

In answer to Laura, Ruth said that the financial statement does not include the allocation of \$1.4M and confirmed that Mark Milne has provided monies committed and expended with \$710,000 and change remaining in the Trust fund. Ruth noted that soon the majority of the \$300K will be returned by Housing Assistance Corporation unless the Trust wants to extend that contract. Further, Ruth explained that she has been attempting to work with Veteran's Outreach Center regarding the possibility of converting their loan to a grant because the funds provided to them have not yet been utilized; her provision of documents to them has not received a response. Ruth said that potentially, this could also be made available in the amount of close to another \$400K in money we have received from the CPC to date. Wendy Northcross inquired regarding any monetary advantages to having the funds transferred from the CP Fund and put into the Trust and asked specifically if it will earn more money or provide flexibility by being in the Trust fund. Mark Milne said that moving the money from the CP Fund and putting it into the Trust allows more flexibility and the ability to respond more quickly to a project than the CPC can because of the CPC process involved and requirement of Town Council public hearings for allocation of CP Funds for each project. By transferring the money to the Trust, this process is not required and can provide the ability to respond more quickly to an opportunity as it arises. Mark Milne confirmed that the CP funds are not earning any additional interest by being held in the Trust because all of the funds are pooled under the same investment philosophy. Laura Shufelt said that another advantage to the CP funds being held by the Trust is that it solidifies the NOFA in that the amount available for the Trust to expend is a definite amount.

Chair Ells asked Andy if he had any ideas beyond agenda items 6 and 7 that will help formulate how we see these and other future funds being utilized and asked if there is a dollar amount in mind for the next Application to CPC. Andy said that \$2M is a good starting point, and possibly between \$2M and \$2.5M would be very well received by CPC. Ruth said that Chairman Ells suggestion that discussion with the CPC Chair and placement on the next Trust agenda for an actionable item would make the most sense because the next CPC meeting is June 21, 2021 and this would allow the Letter of Intent to be voted by the Trust and submitted in time for that June CPC agenda. Additionally, and to Laura's point, maybe for the next Trust agenda, we should draft an action plan and start working on that if the Trust believes it could be an important component of a new application to CPC. It was agreed that June 21, 2021 could be a target date to submit a new Letter of Intent if the Trust was amenable. Chair Ells asked Elizabeth Jenkins regarding staff support for the NOFA and about exploring and establishing the next steps for the Trust and Elizabeth confirmed that in terms of advertising and implementing the NOFA it is always a pleasure to be able to work with Ruth on individual applications, but she anticipates to be fully staffed in the housing position within the next month or two. She expressed that she is looking forward to being able to provide full support.

In answer to Wendy, Elizabeth said that there are quite a few housing developments in the pipeline. She listed two larger notable projects at 35 Scudder Ave for 312 units, and the New England Development Hanover Property with 250 units which are both significant market rate rental developments that both must comply with the 10% inclusionary tracking. Additionally, there are number of smaller projects coming online at Scudder that are pursuing the Regulatory Agreement process. There also are a couple of smaller projects in downtown Hyannis that are a little stalled because they are struggling with the cost of construction. They have been advised to perhaps reach out to the Trust to be able to help close those cost gaps. Elizabeth explained that what is evident is a growing need to be able to put those workforce housing deed restrictions in place in addition to our affordable housing deed restrictions. However, although we are receiving more pressure from seasonal home owners here on the Cape, there are plenty of different models that the Trust can come together on in terms of supporting those projects already underway and getting them over the finish line especially where they are critical to our other objectives like downtown redevelopment. Elizabeth shared her excel sheet with the Trust members said that all in all, there are a significant number of units in the pipeline presently: 747 units. The units are mostly within large housing projects, and some are in permitting limbo but that is the picture as it stands now. Wendy identified that the Trust has a lot of opportunity that would not require marketing if we could report the projects already in the pipeline and said that she thought the Trust should ask for \$3M from CPC. Wendy explained that she is reacting to what she hears daily from the employer community who are just beside themselves trying to retain their workforce: they continuously cite that housing is the crux of their concern because their employees are not able to secure housing. Additionally, Wendy said that she is hearing from some landlords that employers are contacting them to guarantee payment of the rent for their employees because they need them on the Cape. Wendy said that the need has become much more acute than 12 months ago and shared a personal experience where she was contacted unsolicited by a multitude of people desperate to rent the cottage she owns next to her house including a tradesman looking for year round housing for multiple employees. Need is really acute at the moment.

Ruth said she is looking for direction from the Trust and could come up with a draft Letter of Intent for the CPC June 21 meeting if desired and noted that there are couple of Trust meetings before the June 21 CPC meeting. She asked if an action plan will be needed as a component of the Application. Chair Ells said he is similarly concerned along the lines of what Laura was

illustrating to the Trust that a balanced approach should be demonstrated. Chair Ells noted that once a permanent housing staff position is in place, the Trust's plan will be established. Also, it could be possible that the developers for the 700 + units already underway could decide to look to the Trust to provide funding for additional affordable units, although, he said that would not demonstrate the balanced approach that Laura described to us. Chair Ells said that the Trust should try to provide all the opportunities to access their funds to the extent the fund exists. Andy Clyburn said he can confirm what Wendy has relayed and sees the exact same thing in his contact with the public. He agreed there is a sense of urgency and noted that what Elizabeth has presented as projects in the pipeline is a very good opportunity, and would have no problem moving forward with a \$2M - \$2.5M ask for CP funds. He explained that a balanced approach is something the Trust should have however, with the current sense of urgency and the projects already in the pipeline, he is not hell bent on the balanced approach as much as getting the affordable units in place the sooner the better. He explained that his goal would be to move forward expeditiously by getting in front of CPC with a \$2M ask.

Ruth said that based upon the Trust's discussions today, she thinks the Trust would like an action plan to present to the CPC so there is an orderly approach and shared that she could have that plan ready for discussion at the next Trust meeting. Additionally, Ruth said she could work with Planning staff to draft a Letter of Intent that is consistent with the previous submission and available for the next Trust agenda. Chair Ells said he would like everyone to take it under advisement. From his perspective, he would want to talk with the Chair of the CPC briefly to let him know that the Trust is bringing in a Letter of Intent for \$2.5M for example or other number that is decided. This way Mark said he would be able to brief the President and Vice President of the Town Council because ultimately it goes before the Town Council once it is recommended by CPC. Mark explained that the scope of how the Trust intends to use those funds is something he would want if he were Chair of a committee or on Town Council. Mark said he would like the Trust to have that action plan ready as best we can, while acknowledging Andy's comments as well. He noted that the demand may be in one specific area, and therefore we will need to decide whether to move in those areas of the market that are available. Andy Clyburn offered that the Trust should refer back to the January 23, 2020 CPC meeting presentation that was made for the last application for \$2.5M, with attention to the last two slides of that presentation containing a one year action plan. Andy offered that Ruth and staff begin with this document, as there has now been 16 months passed and the Trust is planning to return to CPC for another \$2.5M.

Attorney Charlie McLaughlin reminded that the Trust has the authority inherent in its structure to borrow money and considering the current urgency and the funds the Trust just committed to the Residence @ 850 project, if proportioned out among the units already in the permitting process identified by Elizabeth, \$2.5M would be used up very quickly. Charlie said he wonders if the Trust should think seriously about an action plan to consider leveraging the money significantly considering the present interest rate environment, by obtaining a much bigger pot of money on a line of credit whether it is borrowed from a bank or bonded. The Trust could take a hard look at that to identify opportunities to be able to step in to assist with a lot of the work in progress in terms of permitting are not going to have funding available to them. Chair Ells said that he would like to defer to a presentation by Mark Milne before contemplating borrowing. He explained he has a fundamental lack of knowledge that always brings him back to a core financial position he has in life that without a reoccurring revenue source to offset the incurrence of debt, he does not incur the debt. He said he is interested in learning from Mark Milne how to do this realizing that legally the Trust can and would like a sound fiscal planning stand point before making a decision. Atty McLaughlin agreed that would primary be on his list also, but

wanted to bring forward an opportunity for the Trust to consider leveraging if it makes sense. Laura shared that a couple of towns have used CPC bonding which included an MOU agreement that the funds would go to the Trust. She noted that Orleans is doing this and possibly Truro used CPC bonding because that is a reoccurring funding source with an MOU that the funds go to the Trust. Chair Ells said that he would like to defer this for Mark Milne for a future meeting after the budget and perhaps in the 3rd quarter of calendar year 2021 where Mark could brief the Trust on all of this as a potential mechanism to continue to move forward with a better understanding to which Mark Milne agreed.

Wendy Northcross shared that she had read with some interest what Chatham is pursuing, and their Finance Committee has studied and recommended, which is a transaction fee on real estate transactions up to \$1M or more. This fee is dedicated into a Trust Fund or Housing Trust to develop affordable housing in Chatham. She noted it is probably not a popular topic with the realtor community but she said she had a few conversations with the people in Chatham and it might be another interesting avenue for further discussion in Barnstable. Wendy noted that Chatham has an acute amount highly priced real estate that might not be comparable with Barnstable but if there is concern about keeping our work force and keeping this a place to live and a place where people who service people in high end homes, that maybe are not here year round, it is something that should at least look at. Laura Shufelt said there is a legislative fix for both Islands, Chatham, and Provincetown, who are all advocating for it, however, she advised that this is not something that the Town Council could do without having legislative approval and the Governor sign off. Chairman Ells noted that so far there is a course of action through discussion, and this will be put on a future agenda for us to continue this discussion, and then we will bring the outcomes of that in the form of a Letter of Intent to the Community Preservation Committee. Ruth confirmed that is correct, but noted that the other part of this agenda item, which could be put off to another agenda, are other funding opportunities. Ruth explained that mitigation is in the Affordable Housing Trust Act and so Regulatory Agreements, although mitigation has become sort of a tainted word in some circles, the initial intent of the Affordable Housing Trust Fund was to allow the Trust to receive mitigation funds. Ruth said initially when the Trust was formed, there were some monies directed from the Chili's project initially, but she said she did not think this has been done in recent years. However, she said that in light of the crisis we have been discussing, this could be another potential avenue for funding if there are mitigation possibilities. Ruth explained that she also wanted to put on everyone's radar screen that the WS money will be coming in 2024, if not sooner. This will start at \$75,000 per year and then when another milestone is reached there would be an additional injection of funds into the Trust, but indicated that she would need to review the agreement again to confirm; but that could be another seven years from now. However, starting in 2024, she said that she wanted to make the Trust aware of other potential sources other than Community Preservation funding, in that that the Trust should be receiving \$75,000 a year for total of \$750,000 from WS. Attorney McLaughlin indicated that the Cape Cod Commission is also sitting on a significant mitigation sum possibly in the range of \$1.5M - \$2M in mitigation funds for various projects and may be something the Trust could investigate. Chair Ells notated that the Town receives reports regarding Cape Cod Commission (CCC) mitigation and it seems to usually be specific to types of uses. Unless for some reason we can convince CCC of other need or eligibility, this typically has not occurred. Chair Ells said he thought that otherwise, the Trust is probably limited to what we can do with CCC mitigation. Elizabeth said she would review and confirm, however she believed that the mitigation amount is significantly less and that funds are generally committed to specific sources. Elizabeth indicated that the money that was available at the CCC and eligible for housing has already been redirected to the Trust. Ruth, explained she is not in the loop, but questioned if any of the Federal stimulus money that the County is receiving and

maybe the Town is receiving, would be viable for housing and funding for the Trust. Ruth said that there seems to be a lot of money around for housing, but did not know the answer to that specific question. Chair Ells said that maybe Mark Milne could at the next meeting address the County and local use of those funds as well as the issuance of debt by a Trust and thoughts on funding sources for the Trust. Mark Milne said that he could have a presentation for the Trust in the 3rd quarter or 4th quarter and noted he would work with Laura Shufelt who has information on this as well. Mark Milne noted that the Federal stimulus money amounts and uses are not final and that these are continuously updated by the U.S. Treasury. There is a possibility for use of these funds depending upon the revenue loss that a community incurs as a result of the pandemic; some of these funds can be used for any type of infrastructure. Mark indicated that the County has not received any guidance yet that he knows of as to how or if they can, disburse any of these funds to the communities on Cape Cod and noted they are still waiting for guidance from the U.S. Treasury on that and said that. He said there are a lot of unknowns surrounding that Federal stimulus money at this time still. Rules just came out and everyone is going through them and digesting it and we will have answers soon. Laura noted that the Barnstable County HOME Consortium got additional funds, which we and Arden are a part of the HOME Consortium Advisement Committee. She said she is unsure if it was \$1.5M or \$1.1M extra from stimulus funds added to the HOME program, so eligibility still has to be within the parameters of HOME, but Barnstable has been pretty good at getting some of that money as it is project specific, however, she noted it will likely go to rental housing development as that has been the priority for that group. Laura said that the Town will have a couple of years to spend it. Laura also said that Governor Baker a couple of days ago had a bit of a rant about the lack of housing and housing production in a meeting and then the next day he met with a group of people and said that he is looking to dedicate a significant portion of the State's stimulus funds towards housing. Laura said that no one knows yet how that will take form, they are still trying to figure it out and take suggestions. She reminded that there is a lot of money and it would be in everyone's best interest to get it spent quickly. The rental assistance money is probably more than what the need is. The problem is just getting tenants or landlords on their behalf to apply for it. There is \$600M just for rental assistance with more to come.

Mark Milne left the meeting at 9:43 a.m.

6. Discussion about marketing/advertising the availability of Trust funds.

Ruth explained that this item was requested to be put on the agenda after Laura mentioned that the reason we are not receiving as many applications as we should, is because of a lack of marketing. Ruth said that she has previously used a home-grown approach by using names of developers from both Elizabeth, Arden, Laura. She explained that she has gone to the realtors and the home builders and the attorneys that she knows are involved in development on the Cape Cod. However, it is likely a more robust, glitzier approach to marketing is needed, something more attractive. Chair Ells said that there may be an advantage to reach out to the people who are successfully doing this right now on Cape Cod and hear what they have to say and to Laura's end, a little bit of a tangent from what we have been seeing in the request, but if the rental assistance available is not being utilized, it seems someone is not communicating at some level. Mark said that he would like to hear from those are not taking advantage of it to get an understanding of why: are they not aware, is it too cumbersome, does it come with conditions? Perhaps it is not needed in the area where it is targeted? Mark said he does not know these answers but believes these are marketing questions that should be answered. Laura said that she thinks that one thing that is missing, but may not be able to do anything about for Barnstable, is that other towns have a widely distributed local newspaper. The Falmouth Enterprise, Chatham Chronicle, and the Provincetown Independent all advertise availability of funds for affordable

housing. Barnstable does not get that kind of press and it is a problem. Mark Ells offered to talk to Lynne Poyant to reach out to those other communities and their communication strategies with their local papers. He suggested that Lynne could then come back and advise the Trust relevant to how to try to utilize Barnstable Patriot, for example, however there may be barriers to that, but maybe that would help? Laura said although it may help, she was not sure the Patriot has prominent circulation any more. Wendy Northcross suggested the use of all available media. Chairman Ells noted that the Trust has its own capabilities as well but perhaps a more integrated sort of communication relevant to this might be helpful. He also indicated that this was the first he was aware that we are not able to communicate out although our abutting communities have that mechanism.

Ruth reminded that she worked with Lynne when the NOFA was first released and Lynne did a very robust press release and has continued to note the rental assistance monies available from Housing Assistance Corp in almost every E-news Letter. A part of the problem Ruth said, and Laura knows this better, was there is an eviction moratorium in place. Ruth explained that there is a whole morass of issues involved with the distribution of that money. The funds are available, but tenants were not getting eviction notices because there was a moratorium. Then, as Laura has pointed out, there are access issues that were involved so, people were well intentioned but it is difficult to get that money out. Ruth said that perhaps Elizabeth and herself can work with Lynne a little further on marketing availability in a more productive way. Ruth said that the other issue that Elizabeth had raised in the past and Laura mentioned again today, is that with all these projects in the line, she would like to have a more prominent role in trying to induce developers to increase the number of affordable units above the required inclusionary 10% and run an aggressive campaign for that. The Trust would need to determine what number will induce people to create more affordable units. Mark Ells said that he would like to defer this back to Ruth, Elizabeth and Lynne so they can chat with anyone they would like and come back to the Trust with thoughts relevant to this. Andy Clyburn agreed although wanted to put a line in the sand on the timing because Lynne Poyant has not taken vacation in decades and she is scheduled for two weeks off and would like to bring this item back instead to the July Trust meeting to which all agreed. Arden said she would like to advocate for teeing up municipal parcels so that they are ready to go. The benefit of doing this is that half the work is already done for the developer already and there are no unknowns as to what they can develop and also that there are funds available for the development as well. This moves the needle on that project so much more quickly. Laura Shufelt agreed with Arden that simultaneously teeing up parcels for development would be one of the best strategies. Chairman Ells said he and Andy will take that suggestion under advisement and come back with a response noting that he does not disagree with what is suggested, however, it seems to be a challenge for us and do not have a reason why. Mark said he will circle around with Andy to see what can be done as we are certainly looking to do that, just have not delivered yet.

7. Review and discussion of the funding parameters established in the Trust's Notice of funding Availability (NOFA) for Development Activities.

Ruth noted that this discussion dovetails with the discussion we had, however it is not ready for prime time until we figure out what we are doing with the new funding sources. She explained that right now our NOFA has no money left for development activities because of the allocation of \$1.4M to the Residence @ 850 project. She suggested waiting for this discussion to see how we are proceeding with the CPC funding and the other funding source possibilities. Andy Clyburn agreed that we should find out how much Community Preservation money will be allocated to the Trust in this next round. Laura and Wendy agreed.

8. Correspondence:

None.

9. Discussion of topics for future meetings.

Andy Clyburn indicated that the CPC Letter of Intent, presentation at CPC, and action plan is more than enough for the next Trust meeting. Ruth confirmed that Andy Clyburn will be speaking with Lindsey Counsell, Chairman of the CPC next Monday and it was agreed that agenda item 7 will be taken up on a future agenda. Laura informed that she would not be at the May 28, 2021 Trust meeting and wanted to remind that June 9, 2021 is the training for gateway cities on One Plus Mortgage, interest write down homeownership program beginning at Noon. She said she would resend the invitation to all Trust members as well as staff. Chairman Ells identified that May 28 is the Friday before the long Memorial Day weekend and inquired if other members had difficulty with holding a meeting on this date. Wendy said it is not ideal but could attend, however, she informed that she is not available for the previously scheduled June 11, 2021 Trust meeting. After brief discussion, the Trust members decided it would be best to hold a meeting on June 4, 2021 instead of both the May 28 and June 11 meetings previously scheduled. Andy Clyburn made a motion, seconded by Laura Shufelt to move the next Affordable Housing Trust meeting to June 4, 2021 at 9:00 a.m. Roll Call Vote: Wendy Northcross (yes), Laura Shufelt (yes), Andy Clyburn (yes), Mark Ells (yes). Motion carried.

Adjournment

Motion to adjourn was made by Wendy Northcross and seconded by Laura Shufelt. Roll call vote: Laura Shufelt (yes), Wendy Northcross (yes), Andy Clyburn (yes), Mark Ells (yes). Motion carried. Meeting adjourned.

List of documents/exhibits used by the Board at the meeting:

Exhibit 1 – Affordable Housing Growth and Development Trust Fund Board Agenda 5/14/21.
Exhibit 2 – Draft minutes for 4/9/21 Affordable Housing Growth and Development Trust Fund Board meeting.
Exhibit 3 – Barnstable Affordable Housing Growth & Development Trust Fund Notice of Funding Availability (NOFA) FY 2021 (revised).
Exhibit 4 – Report on the Affordable Housing/Growth & Development Trust Fund Activities Relating to the Award of Community Preservation Funds for Period from February 1, 2021, through April 30, 2021.