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# *Lexington Housing Partnership*

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## **Meeting minutes for July 25, 2013**

**Attendees:** Bob Pressman, Wendy Manz, Florence Baturin, Mary Haskell, Melinda Walker, Betsey Weiss, Harriet Cohen, Tom Harden, Jeri Foutter; Jennifer Van Campen, Metro West Collaborative Development (MWCD)

The meeting was chaired by Betsey Weiss and the minutes were taken by Harriet Cohen. The meeting was called to order at 7:53 pm.

### **1. Approval of the Minutes**

The minutes were discussed and an amendment was made to add information about the Housing Production Plan Committee. Wendy Manz moved that the minutes be approved as. Bob Pressman seconded. The motion passed with 8 in favor and 1 abstention.

### **2. Town Meeting Article- volunteer needed**

Mr. Pressman has volunteered to write the article for the Town annual report. He sent a first draft via email prior to the meeting. The Partnership reviewed the draft and provided feedback. Several follow-up action items were assigned. Ms. Cohen agreed to check if the LHP web site has been updated. If it has, confirm that with Mr. Pressman. If not, contact Paul Linton to ask him to update it.

Melinda Walker moved to approve the article as finalized by Mr. Passman and Ms. Weiss. Ms. Manz seconded the motion. The motion was approved unanimously.

### **3. Parcel List Discussion- Melinda and Parcel List Subcommittee**

Ms. Walker and Ms. Weiss provided a brief history of the development of the parcel list known as the "Dodson spreadsheet." Mr. Dodson was hired by the Town in 2000 to identify parcels of lands that might be used for affordable housing development. He developed the first pass of the spreadsheet. Some years ago, an LHP subcommittee updated the list, but the LHP did not further pursue its use.

In the last few months, the parcel list subcommittee, in conjunction with Aaron Henry, divided the parcels into three categories: not suitable for development, low priority, or possible.

Ms. Van Campen described the process by which MWCD approaches owners of parcels that might be suitable for affordable housing development. The process begins with an estimation by MWCD of the value of the property based on by-right development and also by 40B, cluster housing, or other affordable housing development models that allows denser development than by-right development.

MWCD then approaches the parcel owner to discuss alternatives. After the initial approach, MWCD follows up with the parcel owner several times a year.

Ms. Van Campen also described the process by which MWCD develops affordable housing. In conjunction with this discussion, Ms. Van Campen said MWCD is in discussions with the Town Planning department to become the Community Housing Development Organization (CHDO) for Lexington<sup>1</sup>.

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<sup>1</sup> From [hud.gov](http://hud.gov): A Community Housing Development Organization (CHDO) is a private nonprofit, community-based organization that has obtained or intends to obtain staff with the capacity to develop affordable housing for the community it serves, and meets the definition at 24 CFR [92.2](#). Participating jurisdictions (PJs) must set aside a minimum of 15 percent of their HOME allocations for housing development activities in which qualified CHDOs are the owners, developers, and/or sponsors of the housing.



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### **4. Chris Kluchman Appreciation Update**

Ms. Kluchman will be out of the country in September. Ms. Baturin will contact Ms. Kluchman to determine her availability.

### **5. Chair/Co-Chair- responsibilities**

Ms. Walker provided a first pass of a list of responsibilities for the Chair or Co-chairs. The LHP discussed alternatives for managing the responsibilities of the chair. Ms. Baturin will send a follow-up email to the LHP, soliciting volunteers for specific activities of the chair.

### **6. Vote for CPC Rept. – Bob Pressman**

Ms. Haskell moved that the LHP appoint Mr. Pressman to be LHP representative to the CPC. Ms. Manz seconded the motion. It was approved unanimously.

### **7. Housing Production Plan (HPP) Draft edits and comments**

The HPP subcommittee updated the LHP on the status of the HPP: the Planning Board will not be taking up the HPP until the end of August. The subcommittee has been working with Mr. Henry on revising the HPP and he has welcomed their suggestions. The subcommittee's goal is to make the HPP a persuasive document that proposes significant progress towards affordable housing in Lexington.

The committee has done a substantial amount of work on the HPP revisions but is not yet prepared to present the changed draft to the LHP as a whole. Work is continuing on an aggressive time schedule.

Ms. Haskell moved that we delegate authority to the HPP Subcommittee to provide a modified plan to the Town Planning Department, as the input from the LHP. The document will be sent to the LHP prior to sending it to the Town. Ms. Baturin seconded. The motion passed with 8 in favor and 1 opposed.

### **8. New Business**

Betty Borghesani has resigned as the COA liaison.

Ms. Foutter provided a copy of the Lexington Housing Foundation financial statements. The statement is shown below.

Ms. Cohen is still trying to get the mailing lists to work correctly. She will send the names of the mailing list members to the LHP.

Ms. Manz advised that she would be asking for an LHP representative to the League of Women Voter's First Friday meeting in November.

### **9. Next Meeting and Adjournment**

The next meeting will be on September 26, 2013 at 7:30 pm.

Ms. Manz moved to adjourn the meeting and Ms. Baturin seconded the motion. The motion passed unanimously and the meeting adjourned at 9:18 pm.

