

## MINUTES

### ATTENDANCE

Select Board

Present: Alisa Brewer, Andy Steinberg, Jim Wald, Connie Kruger, Doug Slaughter

Absent:

Staff: John Musante, Town Manager; David Ziomek, Assistant Town Manager;

Other: Mark Epker, Beacon Communities

Meeting called to order by Ms. Brewer at 5:30 p.m.

### **Rolling Green Affordable Housing Restriction Authorization**

Mr. Musante reviewed documents requiring Select Board authorization, including a housing restriction for 41 units as summarized in the memo from Shirin Everett, Town Counsel. The summary memo includes good news in that the affordability level will be even better than anticipated, at 50% AMI with renter's portion maxed out at 30%. We were also able to negotiate terms to limit any termination of affordable housing restriction upon foreclosure to only public or quasi-public lending institutions, whose purpose is to finance affordable housing. The expectation is that such lenders would only terminate as an absolute last resort. The 2<sup>nd</sup> document is a subordination agreement requiring the Town and other secondary lenders to subordinate to rights held by senior lenders, which is a standard HUD document.

VOTED unanimously pursuant to the vote taken under Article 6 of the May 19, 2015 Annual Town Meeting, as continued, to grant and loan CPA funds in the amount of \$1,250,000 to BC Rolling Green LLC for the purpose of acquiring an Affordable Housing Restriction approved by the Department of Housing and Community Development on 41 units in the Rolling Green Apartments, and to accept and execute, in connection therewith, the Affordable Housing Restriction granted by BC Rolling Green LLC and other documents related thereto, including, without limitation, the Subordination Agreement, and to approve the Promissory Note and Mortgage to be granted to the Town of Amherst by said BC Rolling Green LLC.

Next steps were discussed, with formal closing planned in early September, noting Town CPA funds will be held in escrow until that time. Select Board members offered their thanks and accolades to all involved.

### **Town Manager Report**

Mr. Musante reported that the Wildwood Elementary School Building project is very much underway, with the next five to six months or more expected to be intensive period. There is going to be a series of three visioning workshops for stakeholders including staff, parents, and community partners. Two Select Board members were invited to participate. Larger forums are anticipated for the wider community at the end of September. An effort to transfer middle school students to the high school is also being considered.

### **Member Reports**

Mr. Steinberg spoke about an invitation from Kanegasaki for up to five people to travel to Japan and attend their 60<sup>th</sup> anniversary celebration, requesting anyone with interest in attending to advise him as soon as possible. Anyone interested in attending would be responsible for costs of travel. Mr. Steinberg suggested discussion of a gift on behalf of the Town be put on the next agenda.

### **Town Manager Evaluation**

At 6:00 p.m. the Select Board Chair reviewed the process for the evaluation including reading of individual evaluations and a summary document, followed by deliberation. Public comment will not be recognized on

this topic. In accordance with Open Meeting Law, individual evaluation documents were distributed by the Chair at this time and were made available in the online packet at the start of tonight's meeting. Ms. Brewer noted that upon conclusion of reading the individual and composite draft. There will be discussion to ensure the draft is representative of the Board's opinion.

At the conclusion of the reading, review of the draft composite by topic followed. Members voiced their thanks to the Chair for her work in drafting the composite, detailed direction and deadlines. A request that acronyms be spelled out for greater readability was noted. The review of the composite proceeded with a goal of identifying items in the draft that should be removed, those that needed to be fleshed out in more detail and further information that should be included. Goals were also identified as an outcome of discussion.

Ms. Brewer will rewrite the composite based on this evening's detailed review of what is hoped to be the final version for the meeting on Wednesday, August 19, 2015 at 6:30 p.m. in the first floor meeting room. The Select Board will enter executive session after a brief review of the revised composite to begin negotiations for the Town Manager's contract.

The next regularly scheduled meeting is August 31, 2015. A cable hearing has been scheduled for September 24, 2015.

ADJOURN - The meeting adjourned at 10:31 p.m.

Submitted by Debra A. Puppel on behalf of John P. Musante, Town Manager

**List of Documents Presented at the Meeting – Available in the Online Packet for the Meeting Date**

Agenda

Draft Motions

Kopelman and Paige Memo on Rolling Green

Amherst Loan – Mortgage 4842-8234-1410 v

Amherst Loan – Promissory Note 4839-3624-5282 v

Amherst Loan – AHR 4812-2233-4754 v

Rolling Green Subordination Agreement 4832-6916-6882 v

June 2 2014 Special Town Meeting Article 5 – Rolling Green

Town Manager Evaluation Composite

Town Manager Evaluations Individual: Brewer, Kruger, Slaughter, Steinberg, & Wald

Town Manager Evaluation Memo draft 8-17-15 re 8-16-15

Mail – Kanegasaki Invitation October 2015