

TOWN OF PLYMOUTH
Plymouth Affordable Housing Trust
MINUTES OF THE MEETING
April 19, 2023

The Plymouth Affordable Housing Trust held the scheduled meeting on Wednesday, April 19, 2023 at the Plymouth Town Hall, 26 Court Street, Cranberry Meeting Room, and Plymouth, MA 02360.

Present: Kathleen Dunn, Chair, Stephen Michael Palmer, Vice Chair, Trustee's, Lee Hartmann, Mike Sinclair, and Mark Snyder

Staff: Peggy Whalen and Michele Rowe

Absent: Samantha Nichols, Joseph Assiradoo, Lisa Reilly, Christopher Knoth and Evelyn Strawn.

Disclosure: These minutes are not verbatim – they are the Staff's interpretation of what took place at the meeting. – Open Meeting Law, G.L. c. 30A § 22.

All materials presented during this meeting are available in the Office of Community Development.
Administrative Business – May include topics not reasonably anticipated by the Chair 48 hours in advance of the meeting.

Kathleen Dunn opened the meeting at 8:00 AM

Approval of Meeting Minutes:

Mike Sinclair made motion and Stephen Michael Palmer seconded.

Voted unanimously.

Financial Report:

Peggy Whalen stated the balance being **\$813,873.38** as of 4/18/23; this includes one payment from Waverly Oaks and insurance for April 5, 2023 totaling \$14,202.00. Michele Rowe has joined the department. Motion made by Stephen Michael Palmer and seconded by Mike Sinclair to accept financials. Voted unanimously.

Participation in Selection Committee for Simes House Management Team

- Application deadline is April 28
- Selection Committee meeting beginning of May
- Committee needs to create revenue
- Rental Offices
- 2 units – affordable housing
- \$36,000 to run for the year
- Public space – bottom floor
- Parking?

- Update from Judi Barrett on application and guidelines

- Outreach from owner of property on Castle St.
- New Housing Production Plan

What should the new AHT website look like:

There was discussion on the new town wide website and putting the Housing Heroes brochure there once set up. Also, to include on website, the application and process for requesting a project proposal. Kathy Dunn asked the board look at other town websites and come to next meeting with ideas on how we can be more accessible to the public.

Old/New Business:

-Status update on Judi Barrett/Housing application & guidelines: No update

-Mark Snyder did a presentation on Tax Credits

Public Comment:

No public comment

Adjourn:

The next meeting date was discussed and set to be held on May 17, 2023, at 8:00 AM in person or zoom.

On a motion made by Mike Sinclair made motion to adjourn the meeting.

Voted Unanimously at 9:02 AM

Approved: June 21, 2023