



# TOWN OF SWAMPSCOTT

## AFFORDABLE HOUSING TRUST

ELIHU THOMSON ADMINISTRATION BUILDING  
22 MONUMENT AVENUE, SWAMPSCOTT, MA 01907

### MEMBERS

KIMBERLY MARTIN-EPSTEIN, CHAIR  
MARIANNE MCDERMOTT, VICE CHAIR  
ILENE VOGEL, SECRETARY  
DON HAUSE  
JOAN HONIG

### ALTERNATES

KRISTIN SACCOCCIO

# JANUARY 18, 2018 MEETING MINUTES

**Time:** 7:00pm– 9:00 pm  
**Location:** Swampscott Town Hall, Second Floor Conference Room, 22 Monument Avenue  
**Members Present:** K. Martin-Epstein, M. McDermott, J. Honig, D. Hause, K. Saccoccio  
Delayed Arrival: I. Vogel 8:00 pm  
**Members Absent:** None  
**Others Present:** None

The meeting was opened at 7:07p by K. Martin-Epstein.

## REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES

Motion by M. McDermott to approve minutes from the December meeting, seconded by K. Martin-Epstein.

## RESEARCH & FOLLOW-UP

FOLLOW-UP: K. Martin-Epstein stated that she will send the Affordable Housing Trust's (Trust) previously approved Letter of Support for the Machon Project to DHCD on Friday.

### RESEARCH:

- a. Housing Authority: K. Saccoccio

K. Saccoccio explained that the Housing Authority (Authority) is regulated by DHCD and K. Martin Epstein and the Board discussed present and future potential for the Authority and the Trust to cooperate to increase the amount of affordable housing in the Town.

Members discussed the role of the Authority and its composition. D. Hause explained that the Authority is independent from the Board of Selectmen. M. McDermott mentioned that there may be a potential vacancy on the Authority. J. Honig suggested that we offer to support the Authority in their efforts to obtain additional funding for the maintenance and upgrade of their properties. K. Martin-Epstein indicated that the Authority is a very small one compared to some others in the State.

There was an informal consensus that the D. Hause should ask Sean Fitzgerald, the Town Administrator to explore a forum for the Trust or its representatives and the Authority to meet.

b. Home and CDBG Funding: K. Saccoccio, D. Hause.

K. Saccoccio explained that her research had indicated that the Town of Swampscott had currently qualified for a \$15,000 allocation of HOME funds. However, it appears that the funds were returned. It appears that there are no CDBG funds allocated for Swampscott.

K. Martin-Epstein suggested further research on both subjects concerning the possibility of securing any potential funding.

I. Vogel arrives.

Pursuant to a discussion of the use of HOME funds by B'nai B'rith in the project for developing the Senior Residences at the Machon project, Marianne will request more information from them.

c. Digest of By-Law: I. Vogel. Discussion was postponed until next meeting.

d. Sources and Used of Funding: J. Honig

Uses: The discussion by the Trust of potential methods to increase the number of affordable units in the Town included the suggestions by D. Hause and K. Martin-Epstein for potential discussions by the Trust to explore the use of various partnerships with governmental, non-profit and for-profit entities.

There was a discussion of the impact of MGL Chapter 40B requirements on the production of additional affordable housing in the Town. The Trust members acknowledged that the small size of the town makes it difficult to find large sites, but that they would explore alternatives for small sites as well.

K. Martin-Epstein suggested the potential use of properties which had apartments above stores.

J. Honig suggested further exploration of the use of accessory apartments with extended affordability.

D. Hause discussed the potential study of the use of tax-incentives to property owners in connection with increasing the amount of affordable housing. He also raised the issue of the ratio of commercial and residential property taxes as one to bear in mind.

J. Honig suggested the exploration of the methods and potential work with non-profit organizations, such as Habitat for Humanity and YouthBuild, to develop small affordable single-family projects on under-used sites. D. Hause suggested inviting the organizations to meet with the Trust.

D. Hause suggested that we explore the use of the Swampscott's participation in the Massachusetts Community Compact Initiative as a way of increasing affordable housing in the Town.

M. McDermott suggested meeting with the Swampscott Council on Aging to discuss the needs of the elderly in town.

K. Martin-Epstein suggested we explore the potential use of Mass Housing Partnership (MHP) consultants.

MOTION: by I. Vogel at 8:54 to close the meeting. Seconded by M. McDermott.

## NEXT MEETING

I. Vogel to check the By-Laws regarding the ability of the Trust to disperse funds, and other items not reported at this meeting.

MOTION: by I. Vogel at 8:54 to close the meeting. Seconded by M. McDermott.

Joan B. Honig  
Secretary Pro Tem, Swampscott Affordable Housing Trust