AFFORDABLE HOUSING TRUST FUND BOARD OF TRUSTEES
AUGUST 20, 2019
37 Shattuck Street, Room 307
6:30 P.M.

PROPOSED AGENDA

6:30 p.m. Meeting called to order

1. Continue discussion about affordable housing.
   a. Board’s definition
   b. Housing Types Needed

2. Continue discussion on Voucher Program.
   a. Application Finalization
   b. Time frame
   c. Budget

3. Durkee Farm House and Barn. Couper Farm House.

4. Member Updates

5. Meeting adjourn.
Minutes approved 9/10/19

Members Present: Bartlett Harvey, chair; Cindy Napoli, vice-chair; and members Maureen Donnelly; Millie McGovern; and Mark Montanari.

Also Present: Maren Toohill, town planner, and Liz Tretiak, director of elder and human services
Absent: Angus Michaels, Nina Nazarian

The meeting was called to order at 6:37 p.m.

Continued discussion of Rental Voucher Program: There are 18 potential slots. July 24th draft of the current guidelines. Committee recommended amending to assure that tenants remain in good standing to qualify to stay in the program. Cindy Napoli moved to approve the Littleton Rental Assistance Program as amended. Maureen Donnelly seconded; APPROVED motion by unanimous vote.

Admission: This year, it will be a rolling admission, using the point system on page 4 of the Program Guidelines. Rolling admissions will be ready for 10/1/19 at the earliest.

Durkee Farm House and Barn, Couper Farm House – no action taken on either.

Member updates: Maureen Donnelly will follow up on new models for housing for seniors.

Further discussion on voucher program:
- What steps shall be taken if tenant is behind on the rent? Identify the reasons for delay, EHS to make a recommendation, and AHT to provide policy direction.
- Determine how to follow up to confirm tenants are current on the rent – landlord agreement includes notice requirements to Town.
- Rental burden does includes utilities.

Publicity for rental voucher program:
Action Unlimited; Town website; Senior Broadcaster; Newspaper; Ad on LCTV; Neighborhood supper; Faith based groups

Next meetings: September 10th, October 8th, November 12th, and December 10th, 2019.
ADJOURN: Cindy Napoli moved to adjourn the meeting, and Maureen Donnelly seconded. All in favor. Meeting adjourned at 7:35 PM.

Documents:
Agenda
LRAP Application form draft