

Present

Bilal Ansari, Ellet, Charles Bonenti, Van Ellet, Cathy Yamamoto (chair)
Absent: Cheryl Shanks, Leigh Short

Also Present:

Business

1. Chairman's Opening Statement: As the opening statement, Ms. Yamamoto read the Committee's Letter-to-the-Editor that recently appeared in the *Transcript*.
2. Minutes: Van Ellet asked that the draft minutes of February 12th meeting be amended to reflect his request of Mr. Ryan for more specific demographic analysis relating to the elderly — especially on females and levels of disability information. The amended minutes were approved 4-0.
3. Housing Programs: Mr. Bonenti, with the help of the BRPC and some of our consultants, has compiled a list of ten federal and state grant programs that might be useful to help families stay in their current homes or to purchase a home. After exploring these programs in more depth, the AHC plans to post these, and probably other appropriate resources, on the AHC's website. It was agreed that Mr. Bonenti, Mr. Ellet, and Mr. Short would contact these programs and collect more information on them so the committee could assess their utility to low or moderate populations in Williamstown.
4. Update on Possible Development Sites: No news on any of the three sites under consideration was available. However, it was noted that news about the FEMA funding is still expected sometime soon, and that Cable Mills did not get funding from DHCD this year to start development efforts this spring. Another funding cycle should be available in August.
5. AHC Annual Report: MS. Yamamoto noted that the AHC's Annual Report had been submitted.
6. 59 Water Street: Ms. Yamamoto requested that the committee vote to approve the \$6700 required to pay for the additional work by OTO to finish remediation of the property. The committee approved the request unanimously. The work should be completed in 2-3 months.
7. Mission Statement: The committee reviewed and discussed two similar drafts of proposed Mission Statement of the AHC. It was noted that there seems to be some overlap between the roles of the AHC and the Trust. Mr. Ellet agreed to revisit the language provided in the two drafts, integrate what he could, and bring a revised draft back to the AHC at its next meeting.
3. 59 Water Street: Ms. Yamamoto requested that the committee vote to approve the \$6700 required to pay for the additional work by OTO to finish remediation of the property. The committee approved the request unanimously. The work should be completed in 2-3 months.
8. Web Site: The committee discussed several issues related to the design and operation of the AHC's website. To advance the committee's thinking on this issue, Mr. Ellet offered to review previous minutes of the committee, as well as websites of other town's AHCs, and to compile a preliminary list of what might be included on the AHC's website.

New Business:

- Ms. Yamamoto raised the issue of “succession planning” for the committee. New 1-year terms for all committee members will begin in July. She has been chair for two years, so it might be time for a change. She also asked that committee members think about the need for additional committee members, as well as the skills sets needed on the committee.
- Mr. Ansari asked that the committee members initiate a discussion at future meetings about asking Town officials about obtaining at least part-time staff to help support the activities of the AHC. It was also noted that support will also become more important for the work of the AHC and the Affordable Housing Trust when financing and development work on specific projects begin. We might want to begin by checking to see how other towns provide support to their AHC’s. Bilal indicated he would come up with a proposal for the committee to consider.

Next Meeting: **The committee agreed that the next meeting will be held on April 2nd.**

Adjournment: The meeting adjourned at 8:10 pm.