



# Town of Ashland

M A S S A C H U S E T T S

**Affordable Housing Trust Fund**  
**101 Main Street**  
**Ashland, MA 01721**

## **MINUTES**

May 28, 2020

Zoom Virtual Meeting called to order at 3:16 pm by Steve.

Trustees in attendance: Steve Greenberg, Debra Griffin, David Rosenblum, Dan Shea, Joe Magnani

Trustees absent: none

Guests: Jenn Ball, Emma Snellings

Emma led us in a discussion of options for the rental assistance program. Emma said that she and Jenn have more info on CARES act funds. These should be available July 1. We need 2 weeks to advertise the program. Having a rolling deadline vs. lottery were considered. Rolling seemed to be preferred to get aid out quicker, but lottery works, too. Emma noted that preferences for such things as veterans, public servants cannot be used with rolling deadlines. Steve asked about need from human services in Ashland. Emma said there were about 8 applications a month, but no information on how many were for rental help. Debra suggested starting with rolling and, if overwhelmed, switch to a lottery. We discussed dividing funding into 4 phases, perhaps of 3 months each. Dan felt that rolling was easier to manage than lottery. Joe agreed.

Jenn told us that the town planned on having \$100,000 for rental assistance from the CARES act. And might have more than that. We discussed recertification of need after initial grant of assistance, possibly monthly over 3 month period. Emma emphasized need to reassess the program in each round of funding. Dan asked where the money would be sent. Emma said that checks would go directly to the landlord. Documentation for application was discussed including proving current income, bank statements, showing that income was reduced due to COVID-19 situation. Dan said that college student income should be exempt from counted income. We discussed eligibility including percent of AMI to qualify. Jenn said that

we need specific criteria. We discussed amount of assistance. Debra suggested that we come up with a dollar amount we can spend in each phase, ie. max \$62,500 a quarter/round. It could be based on apartment number of bedrooms and what typical rents are. Emma expects to have draft program documents set by end of next week. Dan was concerned about town accounting categories for these funds. Joe agreed. Debra suggested that we have a simple, set max dollar amount based on number of bedrooms in apartments. All showed agreement.

Joe had to leave the meeting at 4:45pm and wanted to table the Olive Street agenda item. We all agreed.

Steve reported about 367 America Blvd property. The trust has a purchase and sale agreement for the property. Steve said that he did not feel comfortable selling the property himself, even though he would not have received a fee for this. Steve made a motion that MCO property be contacted to handle the sale. Seconded by David. Passed 4-0.

Motion to approve revised minutes of 11/7/19 made by Dan, seconded by Debra, passed 5-0. Motion to approve minutes of 5/20/20 made by Debra, seconded by Dan, passed 4-0.

Debra asked that emails about the trust have "AHT" in the subject line. David agreed that this would make finding emails easier.

Next meeting set for June 11, 2020 at 3:00 pm.

Motion to adjourn at 5:04 pm by Dan, seconded by Debra, passed 4-0.

Documents discussed:

none