

**WATERTOWN HOUSING PARTNERSHIP
Meeting Minutes**

**Tuesday, November 16, 2010 at 6:00 pm
3rd Floor Conference Room**

Attendees:

David Leon, Chair

Fred Reynolds, Member

Alex Liazos, Member

Tom Wade, Member

Danielle Evans, Senior Planner, DCDP

Jennifer Van Campen, Executive Director, Watertown Community Housing, Inc.

I. WHP By-Laws

The WHP discussed the latest draft of the proposed WHP by-laws, in particular the requirements for members. After discussion Tom Wade made a motion to approve the by-laws with the change to the language so as to read “live, work, or own property” in Watertown. Alex Liazos seconded the motion. The motion carried 5-0.

II. Watertown Community Housing Updates

Jennifer mentioned that Karnig Ostayan (developer for Bell Tower Place) has been in contact with WCH and has been looking to for offsite units to purchase (per the AHA). Jennifer suggested that the WHP recommend that Karnig consider a cash-in-lieu option as it will likely be time-consuming and difficult to sell the off-site units.

Jennifer gave an update on the 1060 Belmont Street apartment project. She reported that they only needed \$80,000 of the \$150,000 provided by the Town and will return the rest. She said that they are currently in the lease up phase.

She reported that they were successful in obtaining a grant from the EPA in order to perform some environmental testing of the corner parcel (the owner has agreed to participate). They are now just waiting for the EPA to select and hire a contractor to do the work. She estimates that the testing could start as early as December if the contract is awarded by then.

She mentioned that Sasaki has done some pro-bono sketches for a potential parking lot on the corner lot.

Jennifer passed out the draft of the IZ-Tool Kit. The purpose of it would be to have something to guide developers, but also to help the Town keep track of projects and their requirements. There was discussion about what the tool kit should be called as “IZ” (inclusionary zoning) is not widely understood.

There was discussion regarding what language should be added to the standard Affordable Housing Agreements regarding participation in the Regional Ready Renter/Ready Buyer Program as well as fees for participation. The current proposed fees are 1 month rent for the Ready Renter Program and 2.5% of the sales price for the Ready Buyer Program.

III. Adjourn

The meeting adjourned at 7:15 pm.