

MINUTES
Hamilton Affordable Housing Trust
September 30, 2015 - 6:00 p.m.
Memorial Room, Hamilton Town Hall

Members present: David Carey, Chair; Peter Britton; Fred Mills; Matt Tobyne.

Other people present: Patrick Reffett, Director of Planning and Inspections; Kate McGuire, Executive Director, Hamilton Housing Authority; Bob Gray, Chairman, Hamilton Housing Authority; Mary Beth Lawton, Director, Council on Aging; Dorr Fox, Hamilton Community Projects Coordinator.

David Carey opened the meeting at 6:00 p.m. Members of the Hamilton Affordable Housing Trust that were present introduced themselves. Others in attendance also introduced themselves.

Kate McGuire explained that there is a resident on Railroad Avenue that needs a handicapped ramp to access his apartment.. He was offered a different unit in a building that already has ramp access, however, he prefers to remain in his current unit and have a ramp placed at the entrance to his building. She is advocating for the ramp because it will not only help this resident, but also the other eight residents in the building.

Ms. McGuire described the ramp as a premade ramp that is brought to the site. The company that would construct the ramp was recommended by the Rockport Housing Authority. The ramp is a permanent structure and will be maintained by the Hamilton Housing Authority. The cost of the ramp will be \$6500.

Mr. Carey inquired whether the Affordable Housing Trust had funding for the project. Patrick Reffett stated that the Affordable Housing Trust has \$99,100 and therefore there is funding available for this project.

Peter Britton discussed the construction of the ramp, noting that there were three attachments to the building and that it was made of aluminum.

Mr. Carey inquired whether the resident who requested the ramp liked it. Ms. McGuire stated that he did. Mr. Carey suggested that the approval could have a condition that the resident like it. Fred Mills stated that the project is making the building ADA compliant and that the condition should not be required.

Mary Beth Lawton stated that if the construction is sound and the Affordable Housing Trust likes the ramp, perhaps they would consider approving the funding for two or three ramps at the Hamilton Housing Authority site on Railroad Avenue.

Mr. Britton inquired whether the approval of three ramps would give each building a ramp and whether this would meet the needs of the residents. Ms. McGuire stated that it would. Mr. Mills stated that he would recommend approving three ramps

because it is the right thing to do and the Affordable Housing Trust would be viewed positively for funding the project.

Mr. Carey stated that he was not sure whether they should use their funds for the ramps when they are supposed to use their funds for the creation of new affordable housing units. Matt Tobyne stated that constructing three ramps would make all of the units at the site accessible. The ramps would be a benefit for both current and future residents.

Mr. Britton stated that he is in favor of approving all three ramps. He would also like to see a long term capital needs plan for the Hamilton Housing Authority. Ms. McGuire noted that they have two sources of funds. They have completed a lot of tree work, however, they still have several projects left to complete, including replacing a porch at Union Street, replacing mail boxes and improving the security system. Mr. Carey inquired whether the Affordable Housing Trust's funding of projects are part of the capital improvement plan. Ms. Lawton noted that the Housing Authority is behind in making improvements to their properties based upon actions of the previous director. She also noted that there are limits to what the agency can fund. Ms. McGuire noted that if the Housing Authority does well, it makes the Affordable Housing Trust look good, as well as affordable housing in Hamilton.

Mr. Carey inquired whether there needs to be a bidding process. Mr. Reffett stated that the proposal is modular construction and that the Housing Authority has their own bidding process. Mr. Carey inquired whether the Housing Authority could obtain a discount for volume. Ms. McGuire stated that they could not.

Mr. Carey inquired how many buildings were in the complex. Bob Gray stated that there were five buildings. Mr. Mills noted that two of the buildings already have ramps. Ms. McGuire noted that the existing ramps cost \$26,000 each to build. She drew a plan showing the location of the existing ramps on the site and where the new ramps would be located. Mr. Mills noted that construction of the new ramps needed to move fast to ensure that they would get the price that they had been quoted.

Mr. Carey moved that the Affordable Housing Trust fund three ramps at a cost of \$6500 each (for a total of \$19,500) at the Hamilton Housing Authority site on Railroad Avenue. Each ramp would be placed on a building that currently does not have a ramp. Therefore, after this project, each building in the complex would have a ramp. There would be a 10% contingency for funding of the project. The project would need to be completed by December 31, 2015. Mr. Mills seconded the motion.

There was discussion on the motion including the need for building permits, the need for invoices and the need to advertise on the Central Register. The motion was unanimously approved.

Mr. Mills stated that he would like the Housing Authority and Affordable Housing Trust to work very closely together. Mr. Carey suggested that one member of the

Housing Authority should also be a member of the Affordable Housing Trust. Mr. Britton mentioned the potential for affordable housing at Hamilton Gardens.

Mr. Carey adjourned the meeting at 6:35 p.m.

Respectfully submitted by Dorr Fox, Community Projects Coordinator

ATTEST: _____

David Carey, Chairman