

**MINUTES
BOARD OF TRUSTEES OF THE
HARWICH AFFORDABLE HOUSING TRUST
GRIFFIN ROOM, TOWN HALL
732 MAIN STREET, HARWICH, MA
MONDAY, SEPTEMBER 8, 2025 - 1:00PM**

MEMBERS PARTICIPATING: Brendan Lowney, Chair, Bob Spencer, Clerk and Jeff Handler

MEMBER NOT PARTICIPATING: Claudia Williams

I. CALL TO ORDER

Mr. Lowney called the meeting of the Harwich Affordable Housing Trust (HAHT) to order on Monday, September 8, 2025 at 1:00PM, read the Recording Notice and conducted a roll call.

II. PUBLIC COMMENT

None

III. NEW BUSINESS

A. Wendy Cullinan - Habitat for Humanity ED to share details of their development process

This item was held until Ms. Cullinan arrived.

Mr. Lowney called the meeting back to order after a brief recess.

Ms. Cullinan and Noreen Browne, Land Acquisition Director for Habitat for Humanity were present. They gave a detailed description of the entire project from acquiring property through to the final and completed home.

Members asked questions which Ms. Cullinan and Ms. Browne answered in detail. They also noted the criteria to qualify and the homeowner's obligations throughout the process. Ms. Cullinan and Ms. Browne described what products, appliances and building materials are donated as well as what work is done by volunteers.

Ms. Browne asked about the status of 70 Willow Street.

Ms. Powell responded that there is a frontage issue with that property.

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B. Request KP Law opinion via Interim Town Administrator regarding the HAHT's access to legal opinions or the need for separate counsel

Mr. Spencer expressed his concerns and explained his request to seek KP Law's opinion about the HAHT's access to legal opinions.

Mr. Spencer moved to put a request in to the Interim Town Administrator regarding access to legal opinions. Seconded by Mr. Handler.

Vote: 3:0 in favor. Motion carried.

C. Harwich Affordable Housing Tax Credit

Richard Waystack was present with Carlene Jones, Harwich Assessing Director. Mr. Waystack explained what the Affordable Housing Tax Credit is, how it works, the application process and the criteria for qualification.

Trust members asked questions and expressed their thanks to Ms. Jones and Mr. Waystack for their efforts.

Members, Mr. Waystack and Ms. Jones discussed ways to get the information out to the public.

IV. OLD BUSINESS

A. Review/Vote the Minutes from:

August 11, 2025

August 22, 2025

August 29, 2025

Mr. Spencer moved to approve the Minutes from August 11, 2025, August 22, 2025 and August 29, 2025. Seconded by Mr. Handler.

Vote: 3:0 in favor. Motion carried.

B. Continued discussion of Trust Documents and related matters

Mr. Spencer commented on continuing the discussion for clarity and also to being open to comments and suggestions from the public.

Mr. Lowney noted the Select Board's discussion regarding the Trust documents at their meeting that evening.

C. Discussion on ownership/lease issues on 265 Sisson Road - Bob

Mr. Spencer gave a brief history of the previous discussions, the need for clarity on the issue of ownership versus lease and the need for legal opinion.

Mr. Waystack expressed an opinion and gave the reasons why he feels that the Trust should have it's own legal counsel.

Mr. Handler commented on the tax payers' right to understand the situation.

Elaine Sheldon asked if the Trust is covered under the Town's liability insurance.

Mr. Lowney replied that that is an issue they will be having clarified.

D. RFPs for 0 Oak Street and 0 Depot Street

Mr. Lowney volunteered to start working on the RFPs for the properties noted.

E. Updates on 456 Queen Anne Road

Mr. Lowney noted that the Eligibility letter for 456 Queen Anne Road is on the Select Board's Agenda.

F. Updates on ADU's and Affordable Housing

Mr. Spencer noted previous discussions and that there are models of the concept to refer to.

Noreen Donahue thanked the Trust for the way they responded to her suggestions and ideas.

Mr. Lowney commented on having a lottery as well as its costs.

Mr. Waystack requested the Trust to add the Bank Street project to their agenda for the October HAHT meeting".

G. Updates on Inclusionary and Incentive Zoning

Brianna Powell, Housing Advocate gave an update on the status of the Shared Regional Housing Service program.

Mr. Handler moved to take a recess and reconvene as soon as Habitat for Humanity is ready to present. Seconded by Mr. Spencer.

Vote: 3:0 in favor. Motion carried.

V. NEXT MEETING: October 6, 2025

Members discussed a next date and agreed to meet on Tuesday, October 7, 2025 at 1:00PM.

VI. ADJOURN

Mr. Handler moved to adjourn. Seconded by Mr. Spencer.

Vote: 3:0 in favor. Motion carried. meeting adjourned.

Respectfully submitted,

Judi Moldstad
Board Secretary

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