



Southampton Housing Authority

**James Seney, Chair**  
**Janet Cain, Clerk**  
**Chuck Kaniecki, Member**  
**Brian Steele, Member**

Date: December 7, 2020

Location: Remote via Zoom

Time: 6:00PM

Attendees: Janet Cain, Chuck Kaniecki, Jim Seney and Brian Steele

Guests: Heather Pellegrini, Amanda Kemp and Susan Kellogg

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Southampton Housing Authority was conducted via remote participation.

1. Meeting was called to order at 6:03PM
2. Motion was made and approved for Minutes from the November 2, 2020 meeting
3. Non member attendees were there to discuss Inclusionary District Enforcement (Nicholas Lane) agenda item. A motion was made to move the topic up in the agenda by Janet and seconded by Chuck. Motion was approved. Prior to the meeting, Heather Pellegrini and Attorney Kemp has provided documents including from the Planning Board for the approval of a Special Permit for Definitive Cluster Subdivision dated November 20, 2013 and the Zoning Bylaw adopting inclusionary bylaw dated December 1, 2014.
  - The discussion concluded that the language in the agenda should be changed from enforcement to review or discussion of the bylaw as it pertains to Nicholas Lane. It was also suggested that the SHA should contact the Planning Board for any research for a specific permit prior to posting in our meeting agenda.

4. Updates from previous assignments

- Brian reported on his discussion with Paul Lischetti from the Hilltown CDC. Paul recommended the following:
  - SHA review the last market study and determine if there would be value in updating it at this time. A new market study would cost between \$5,000-\$10,000.
  - SHA hire a consultant to determine the needs of the Town for affordable housing.
  - Based on the results of the study, generate a Request for Proposal to build affordable housing in Town.
  - Paul stated that Southampton is attractive to the Hilltown CDC and to see what is available to Southampton through the PVPC.
- Brian has discovered a Guidebook on Affordable Trusts. It stated that the first trustee should be the “CEO” of the municipality (Chair of the Select Board) who would appoint other members. He will share the document with the members.
- The SHA discussed whether or not we need to invest in a new market study at this time with the previous study dating 2010; determined that the SHA should study the previous market study to understand what actions were recommended and what actions have been taken; and for the members to review current study in detail prior to the next meeting. The Study is located on the Town’s website. Once the members have reviewed the study, it was recommended that we reach out to the members of the authority at the time of the last study. The Authority should be ready to make some recommendations for next steps at the next meeting.
- Janet will reduce the list of town owned properties by eliminating those that are protected by conservation and agriculture, and therefore, not accessible for building. She will also look to get access to the assessor maps for follow up meetings.
- Janet volunteered to research and learn as much as possible about annual grant opportunities for partnering with other organizations. Is there money for funding a market study? CPC or PVPC?
- Jim updated the SHA on CARES Funding and the need to have a MOU with Community Action. This would need to be completed once the funding was officially approved.

5. Next meeting is scheduled for January 4, 2021 at 6:00PM.

6. Meeting adjourned at 7:52.

Respectfully submitted by Janet L. Cain, Clerk, Southampton Housing Authority