

Town of Weston
Minutes for Elderly Housing Committee
Tuesday, June 4, 2019
Brook School Apartments
44 School Street, Building C
Weston, MA 02493

EHC Members: Tom Timko - Chair, Melissa Brokalakis, Tack Chace, Carol Ott and John Hennessey

Tenants/Public: Paul & Rachel Bau C30, George Brown B16, Patti Davenport D284, Carol Diccio D171, Edson Forbes D 279, Arthur Jones C22, Arthur Shores C36, Shirley Small-Rougeau C48 and Cynthia Howe Barkan Mgmt.

Town of Weston: Monyette Vickers, BSA Manager; Karin Ott, BSA Housing Certification Specialist

Meeting called to order at 7:55 AM

Bills were signed.

The minutes from the May 14th meeting were accepted.

Brook School Apartments Update – Monyette Vickers

There are currently three vacancies at BSA, a mix of market and subsidized. Monyette has been working off the waitlist and anticipates at least two units will be leased as of July 1st. All prospective market tenants have been informed of the new market rate.

Monyette will notify tenants of the dates that Mass Saves will be in to update all lighting in the common areas once she has them. Mass Saves will be retrofitting all offices, hallways and common areas with LED bulbs and fixtures. Motion sensors will also be installed in the common areas. Mass Saves will also retrofit all permanent apartment overhead fixtures with LED upgrades. Tenants will be informed of the dates of their apartment upgrades, but do not need to be home for the 10-20 minute upgrade. Ed will accompany contractor in apartments.

Fair Market Rents – EHC & Cynthia Howe

Cynthia Howe stated Fair Market Rates should be fair, consistent and predictable and that the BSA market rents should be the same or slightly above the Fair Market Rent for the area. Based on the current market unit rents, a schedule was drafted for each individual market apartment to see what would be fair percentage increase rates over the next few years to bring all market rents to the FMR. Once the Board approves the schedule, tenants will be given written notification. There will be a process for tenants to appeal for a waiver if they feel the rent increase creates a hardship. The process will include, applying for subsidized housing and a review of their income and assets, similar to the procedures that current subsidized tenants undergo. If a waiver is granted, a review will be required each year. The Board heard tenants' comments and suggestions.

The motion was made for the BSA Fair Market Rents to be \$1,801 for a one bedroom and \$2,194 for a two bedroom units. These are the rents for the market apartments at Brook School for all future tenancies and to adopt an annual rent increase of 6%-8% for all current market tenants to be effective will be August 1, 2019 or at their first annual lease renewal, with the provision that a hardship waiver be adopted. The motion was passed unanimously.

BSA Handbook – Monyette Vickers

The Board has been reviewing the current tenant handbook and would like tenant input. If a tenant needs another copy of the handbook they should see Monyette. Tack Chace will be collecting the feedback and asks that all suggested edits be turned into him by June 25, 2019. The Board intends to vote on the new handbook at the next meeting.

Common Use Space Study

A walkthrough of all the common spaces on the campus has been scheduled for later this week with the architect, Tom and Monyette. The Board will hold a meeting for tenant input with the architect in the early stages of the design and planning. The Board hopes to have all modifications completed in the next twelve months with the primary focus on the former Weston Media Space.

Housing Trust Update – Tom Timko

Tom reviewed the few major 40B projects before the Town. Further information and upcoming meeting can be found on the Town website. Regarding the possible future expansion of BSA, only the Town septic treatment would have an effect on the future development. At present only 14 more units can be added should the Board decide to pursue expansion possibilities.

Public Comment –

Clarification was asked for and given regarding the new rents for market units and a short discussion followed. It was also mentioned that the monthly rents for comparable units proposed for the Post Road private development are anticipated to be \$3,200-\$4,500.

Other Business –

Tom and Monyette have been informed that the BSA Envelope account has \$134k left in it. The Board will decide how to use these funds a future meeting with emphasis on the repairs to Building A steps, irrigation, digital bulletin boards or common area renovations.

Cynthia Howe extended an invitation to the Board to visit her at her Coolidge or Sudbury sites if they wanted some ideas on common use spaces.

The next meeting will be Tuesday, July 9th @ 7:45am.

The meeting was adjourned @ 9:10am.