

**TOWN OF GREAT BARRINGTON
AFFORDABLE HOUSING TRUST FUND (AHTF)
BOARD OF TRUSTEES MEETING
MINUTES**

**Monday, February 4, 2019, 6:45 PM
Great Barrington Town Hall, 334 Main Street**

MEMBERS PRESENT: Bill Cooke, Chairman; Fred Clark; Cara Davis; Jonathan Hankin; Samantha Homeyer; John Katz; and Garfield Reed.

MEMBERS ABSENT: None. **OTHERS PRESENT:** Shep Evans, Administrative Support.

CALL TO ORDER: Mr. Cooke called the meeting to order at 6:45 PM.

MINUTES: The minutes of December 6, 2018; January 7, 2019 and January 15, 2019 had been previously circulated. **Motion by Mr. Clark, seconded by Mr. Hankin, to approve the minutes as circulated. Unanimous approval.**

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Mr. Cooke initiated a review of the status of Construct's request for funds to purchase a house for affordable housing. The understanding is that the legal case is still to be cleared up – probably in mid-March. It was generally agreed that, if it does not happen, the AHTF will not have to put up the requested \$50K.

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Mr. Cooke opened a discussion of creating a protocol for evaluating requests made to the Trust from others for funding. Ms. Davis created a list of information the Trustees should be getting from people who come to the Trust with "deals":

Who is the applicant: Name, Address, Phone, E-mail

Text summary: What's being proposed?

Financials: Project/Proposal, Time Line and Flow of Funds

Target markets: Qualifications of Prospective Owners or Tenants

Motion by John Katz to adopt Ms. Davis' list, seconded by Mr. Reed. Unanimously approved.

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Citizen Speak Time / Media Time: NONE

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Next meeting date: Mr. Cooke suggested Monday, March 18, 2019 at 6:45 PM at the Great Barrington Town Hall. He has a budget presentation meeting on March 4th and a Selectboard meeting on March 11th. He suggested that it might be better to wait, as it might be possible to meet with the CPC first.

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ADJOURNMENT: Hearing no objection, Mr. Cooke adjourned the meeting at 7:47 PM.

*Respectfully Submitted,
Shepley W. Evans*