

**MINUTES OF THE AFFORDABLE HOUSING TRUST  
FUND BOARD OF TRUSTEES REGULAR MEETING ON  
TUESDAY, OCTOBER 19, 2021, AT 4:00 PM EDT  
THROUGH A WEB AND PHONE MEETING**

Present for the Affordable Housing Trust Fund Board of Trustees: Ralph Blessing (Chair), Frances Lane, David Mannis, and David Stein.

Present for staff: Emily Gordon, Acting Community Development Director/Planning Analyst.

Chairman Blessing called the meeting to order at 4:09pm.

Chairman Blessing stated that this meeting is being conducted through “Zoom” video conference. He then gave instructions on how the meeting will be run and described the meeting information and access via weblink or dial-in instructions could be found on the meeting agenda posted on the City of Stamford’s website.

Chairman Blessing then provided an overview of the planned meeting agenda.

**1. Approval of Minutes (for July 20, 2021 and September 21, 2021 meetings)**

Since only four Trustees were present, the Board did not have a quorum. Approval of Minutes from July 20, 2021 and September 21, 2021 will be taken up at the next meeting.

**2. Balance of the Affordable Housing Trust Fund**

The budget has not changed since the last meeting.

**3. Update on Housing Affordability Study**

The Community Advisory Committee met in September and currently community discussions are being held to share findings and gather feedback. The consultants are working on draft recommendations that will be shared mid-November and final recommendations will be available in mid-December.

**4. Review of Policies and Procedures to be adopted by the Board of Trustees**

The Board of Trustees will provide comments to Ms. Gordon by the end of October for the Policies and Procedures as well as the Application. Once those comments have been received they will be compiled and draft documents will be provided to the Board of Trustees in advance of the next meeting. The draft documents will be posted on the website in advance of the next meeting and the goal is to vote on these items at the November meeting.

Clarification on previous minutes: There was a statement that funds of the Affordable Housing Trust Fund do not require any additional appropriation by the other boards. That is correct, however as is

written in the ordinance, every expenditure exceeding \$100,000 will go to the Board of Representatives for review and the Board of Representatives has the ability to deny (but not to amend) within 45 days of the decision of the Board of Trustees.

**5. Communication from Joan Carty (President & CEO of Housing Development Fund) and Rick Redniss regarding a potential homeownership development opportunity at 95 Elmcroft**

Chairman Blessing noted that the Land Use Bureau has received a number of comments (mostly positive) on this project based on its appearance on the Zoning Board agenda recently. Those comments will be made available to Board members for review.

Currently the Housing Development Fund (HDF) is developing a property at 287 Washington Boulevard using a Community Land Trust to develop 23 affordable condo units. To date they have held three information sessions on the upcoming units and have seen interest from hundreds of people. The strong response has indicated to HDF that there is interest in replicating the model.

The property at 95 Elmcroft is across from the former Pitney Bowes building in the South End. The half-acre lot abuts residential properties although is currently zoned for MG. The Master Plan indicates the goal is to move this property to residential.

HDF is considering applying to change the zoning to NXD to allow for a four-story affordable Community Land Trust condo development that would have an estimated 11 two-bedrooms and 14 three-bedrooms. To ensure the condos were affordable to households making less than 50% AMI the estimated \$10 million project would require about \$5 million in subsidy. The Washington Boulevard project had a similar budget and secured about \$3 million in subsidy.

The following was discussed with the applicants:

- The neighboring site's rock crushing operations are now mostly contained indoors and the proposed placement of the building would allow any setback and parking to act as a buffer.
- The units may be available for sale between \$250,000 and \$290,000 to eligible buyers.
- The units would all have full appliances (washer/dryer, dish washers, etc.) and built from durable material.
- HDF is very early in this process with the project and the decision to move the project forward will depend on how much subsidy can be secured.
- For the Washington Boulevard project HDF secured fee-in-lieu money early on through the Below Market Rate program and used that to secure other funding for the project.
- There is interest in one-bedroom scale units for purchase although HDF has primarily looked to serve families looking for two- to three-bedroom units.
- Making a draft application available in advance of the next meeting so applicants may begin the process.
- The Board of Representatives has 45 days to veto (by two-thirds vote) any approval over \$100,000 of the Affordable Housing Trust Fund. They are not required to act on the item, however. Clarification on whether the full 45 days are required to pass (in the

event the Board of Representatives votes to support the use of funds) will be sought with the Law Department.

- Notice of the approved application

The Board has had a number of meetings without quorum. There is a question about the ability for Board members to participate amidst changing roles either in a professional or elected capacity.

Suggested actions:

- Clarify the appropriate person to represent the Social Services Department
- Understand the timeframe in which the new Board of Representatives would identify a new designee and possibly ask that the Board President designate someone temporarily

### **ADJOURNMENT**

The Board informally adjourned at 5:19pm.

**NOTE:** These proceedings were recorded on video and are available for viewing through the City of Stamford's web page – [www.stamfordct.gov](http://www.stamfordct.gov).