



**Community Preservation Committee (CPC)  
Meeting Minutes  
April 6, 2021**

**A. Call to Order**

Meeting called to order at 7:00 p.m. by Chair M. Justin Barrett, Jr.

**B. Roll Call**

**Present:** Chair M. Justin Barrett, Jr., Vice Chair Erika Oliver Jerram, Clerk Dan Melnechuk, Bill Doyle, Tom Creonte, Bob LeBlanc (joined at 7:49 p.m.), Loretta McClary, (joined at 7:05 p.m.), Amanda Thibodeau

**Absent:** Sean Wilson

**C. Meeting Minutes**

Motion made by Mr. Creonte to approve the minutes from the March 9, 2021 meeting, seconded by Ms. Thibodeau. All in favor. Motion passed.

**D. New Business – Public Hearings**

**1. The Nelson Memorial Apartments: 14-16 Eddy Street Acquisition for Affordable Housing:**

Ms. Oliver Jerram stated the following: “I am a member of the congregation of First Lutheran Church but I do not serve on the Nelson Board, nor am I a member of the First Lutheran Church Council. I have not participated in any votes to submit this application or to undertake the obligations required for the project being proposed. In addition, I do not have any personal or financial interest that would be served by my participation in the CPC's consideration of this application and this connection will not influence my vote on the matter before the CPC”. Her participation in this hearing was deemed as an appearance of a conflict of interest, not an actual conflict of interest.

Geri Nederhoff, President of the Nelson Memorial Apartments, stated that they manage five affordable housing units for seniors in Waltham. She gave a brief presentation of the units that they currently own as well as the one they are hoping to purchase, and their location to each other. Pastor Tom Maehl, First Lutheran Church, gave an overview of how they decided to try to acquire the abutting property to create four affordable housing units. They are requesting \$420,000 in CPA funds, which is just over 30% of the current owner's firm asking price. If they receive the funding combined with the money they can contribute, they would be able to do some major renovations while keeping the rents

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at 50% AMI or less. Mr. Creonte asked how long the apartments would be rented as affordable housing units. Mr. Barrett replied that it would be in perpetuity. Mr. Doyle brought up some concerns about how much the CPC typically spends on affordable housing per unit, if the Dover Amendment would be used on this property in the future, and that taxes would no longer be collected on this property. Mr. Melnechuk noted that the applicant holds a 501(c)(3) status, which means the Dover Amendment wouldn't apply. Additionally, it was noted that the church is a separate entity from Nelson Memorial Apartments, Inc. Mr. Barrett stated that the acquisition of this property would help the City reach its requirement for providing 10% of affordable housing units. Mr. Creonte asked what the applicant is projecting to receive in rent from the four units. Pastor Maehl replied that they are hoping to receive an average of \$1,000 per month per unit. Mr. Melnechuk stated that typically the CPC will hear about the project at one meeting, and vote on it at the next one, but if the committee members think this is straightforward enough, then a motion could be made at this meeting. Mr. Melnechuk asked when they would need the money by. Ms. Nederhoff replied that they have a closing date of September 1, 2021. Mr. Barrett gave a breakdown of the money that is available in the CPA accounts. He stated that he has had discussions with the City's Auditor, Paul Centofanti, regarding deficit spending. The CPC can approve funding this fiscal year for money that will be received in FY2022, which begins July 1, 2021. Mr. Doyle asked if the applicant had an appraisal done on the property. Pastor Maehl replied that the appraiser was at the property today. Mr. Doyle suggested waiting to vote on the project until the CPC is given a copy of the appraisal. Mr. Creonte didn't see a reason to wait on the appraisal since the City needs more affordable housing. Motion made by Mr. Creonte to recommend to the City Council approval of the Nelson Memorial Apartments, Inc. Motion seconded by Ms. Oliver Jerram. Discussion of the motion: Mr. Melnechuk also feels the CPC should wait until they get the appraisal. Roll call vote: M. Justin Barrett, Jr. (Yes), Erika Oliver Jerram (Yes), Dan Melnechuk (Abstain), Tom Creonte (Yes), Bill Doyle (No), Loretta McClary (Yes), Amanda Thibodeau (Yes), Sean Wilson (Absent). It was requested that the committee receive a copy of the appraisal before the Long-Term Debt Committee meeting on April 20<sup>th</sup>.

#### **E. Old Business**

1. **Long-Term Debt Committee:** Mr. Barrett reported that the Long-Term Debt Committee approved the New Light Korean Church and Mary T. Early Footbridge projects, and continued the Leland Home project, at their meeting on April 5<sup>th</sup>.
2. **Reappointment of CPC Members:** Mr. Barrett asked if Mr. Melnechuk, Ms. McClary, Ms. Oliver Jerram and Ms. Thibodeau would like to renew their appointments to the committee for another year. All agreed to do so. The City Clerk's office will be notified.
3. **Ad Hoc Committee:** Mr. Melnechuk noted that the newly formed Ad Hoc Committee met recently and discussed a number of things and will be meeting again soon.

**G. Adjourn**

Motion made by Mr. Doyle to adjourn, seconded by Ms. Oliver Jerram. All in favor. Motion passed.  
Meeting adjourned at 7:57 p.m.