

Master Plan Implementation Committee

Minutes of April 27, 2011

The meeting was called to order by Ed Forsberg, Chairman, at 6:05 pm in Room 116, Town Hall.

Committee Members Present: Ed Forsberg, Dick Power, Al Goetz, Dick Nottebart, Roger Turner, Mary Kent (Al and Roger left the meeting at 6:57 pm to attend a Conservation Commission meeting at 7:00 pm.)

Visitors Present: Denise Landry, Walpole Housing Authority Executive Director; Bob O'Brien, DPW Director

Staff Present: Don Johnson

Approval of Minutes:

Dick N. made a motion to approve the minutes of 2/17/2011 and 2/24/2011 subject to correction of a typo. Al seconded the motion, which was voted 6-0-0.

Ongoing/Old Business, and Implementation Activities:

- *Discussion on long-term Town building and facilities needs, presentation to May 2 SATM, and associated Department Head interviews:*
 - *Denise Landry, Walpole Housing Authority Director:*

Denise presented the following completed questionnaire:

MPIC Town Facilities Planning / Building Utilization Questionnaire

Date: April 27, 2011

NAME: WALPOLE HOUSING AUTHORITY
Contact Information:
Name: Denise Landry, Executive Director
Phone: 508-668-7878
Email: Denise.Landry@WalpoleHousing.org

Additional Comments:

Walpole Housing Authority shares a unique relationship with the Town of Walpole. The Authority was established at the request of the town and exists due to the recognition by the town for the need to provide decent safe and sanitary affordable housing for individuals and families of low income. Our rental tenants are residents of the Town of Walpole and therefore they utilize the facilities and services of the community.

However, Walpole Housing Authority does not rely upon Town of Walpole budget authority for the operations and capital needs for our state-aided developments. The authority's operations are sustained through rent revenue, and should these revenues not be sufficient to maintain operations, through subsidy provided by The Commonwealth of Massachusetts through the Department of Housing & Community Development. The capital needs for Walpole Housing Authority's properties are met through the authority's operating reserves and by grants of financial assistance furnished by Commonwealth of Massachusetts bond money as provided to the Department of Housing & Community Development (DHCD).

Walpole Housing Authority State-Aided Housing Portfolio:

Existing Conditions:

Location: **Neponset View Terrace**
667-1 Program State Aided Low Income Elderly/Handicapped Housing

The Neponset View Terrace development consists of eight (8) low-rise, elderly, 2-story buildings on a site of approximately 2 acres (the area of the entire site is approximately 4.86 acres). Construction of the development was completed in 1971. There is a total of 64 one bedroom dwelling units and a combined residential floor area of 34,720 square feet. There is also a community building and maintenance garage on the site.

The site was designed for 21 parking spaces. There are currently 37 residents parking vehicles in assigned spots. Visitors must park curbside.

Existing Conditions:

Location: **Diamond Pond Terrace**
667-2 Program State Aided Low Income Elderly/Handicapped Housing

The Diamond Pond Terrace development consists of seven (7) low-rise, elderly, 2 to 3-story buildings on a site of approximately 2 acres (the area of the entire site is approximately 4.26 acres). Construction of the development was completed in 1982. There is a total of 54 one bedroom dwelling units and a combined residential floor area of 38,053 square feet. There is also a community building and garage on the site.

The site was designed for 33 parking spaces. There are currently 28 residents parking in assigned spots, and 4 marked short term visitor parking spots. Staff parking is limited to 4 spaces accommodating 6 staff members as well as 2 maintenance trucks.

Existing Conditions:

Location: **Ellis Street (31-53)**
705-1 Program State Aided Low Income Family Housing

The Ellis Street multi-family property has six (6) 2-story duplex houses comprising twelve total dwelling units on a site of approximately 3.164 acres. Construction of the property was completed in 1987. There is a total of six (6) two bedroom dwelling units (1090 square feet) and six (6) three bedroom dwelling units (1223 square feet) totaling a combined residential floor area of 13,878 square feet.

The site was designed for 2 parking spaces per dwelling unit for a total of 24 parking spaces.

Existing Conditions:

Location: **Pemberton Street (146-150)**
167-1 Program State Aided Special Needs Housing

The Pemberton Street congregate property has a one (1), 2-story building with eight (8) bedrooms on a site of approximately 0.46 acres. The property was constructed in 1980. The property was obtained and renovations were made by Walpole Housing Authority in 1995.

Location: **Winthrop/Albany Street**
Vacant Land

Winthrop Street Parcel approximately 0.48 acres

Winthrop Street Parcel approximately 0.46 acres

Albany Road Parcel approximately 0.43 acres

These are parcels remaining from the original Veterans Housing development Robinwood deeded to Walpole Housing Authority in 1949.

Future Needs:

Today within the walls of our buildings, Walpole Housing Authority is providing income based rental housing to 118 senior/handicapped families, most on fixed incomes; 12 low income families, who are vulnerable to financial hardships that prevent leasing in the costly private market; and 8 special needs individuals who have a choice in housing beyond an institutional setting. These numbers are small in relation to the needs, particularly for families. The future needs of Walpole Housing Authority align themselves with the goals and needs of the Town of Walpole to produce more affordable rental housing within Walpole. The obvious barriers to this development are available land and funding sources.

[End of questionnaire]

Denise started by saying that the Housing Authority was created by the Town but is not part of town government. All units are full. When a unit becomes available there is typically a 21 day turnover. Family and senior housing units are on a waiting list. Town preference is worked in. The waiting list for senior housing is typically one year. The turnover for family housing is long: typically a 2-bedroom unit is the longest (5-10 years); residents of 2-3 bedroom units tend to stay longer, whereas 1-bedroom units turn over faster. The status quo right now is maintenance. Based on the Town's Affordable Housing Production Plan, there will be a need for senior housing, which will become attractive to "baby boomers". Residents are getting younger and there are an increasing number of males. The senior housing threshold is 60, or a qualified disability. If the Housing Authority were developing housing units it would probably be by Chapter 40B.

o ***Bob O'Brien, DPW Director:***

Bob started by saying that the facilities for Sewer and Water are in good shape. Sewer and Water facilities are funded by enterprise funds – this includes the Delaney Treatment Plant.

An 8,900 sq. ft. expansion to the Vehicle Maintenance facility for two wash bays is in the planning stages. An aerial photo showing the proposed location of this facility expansion was presented. Maintenance is well covered by the 5-year Capital Improvements Plan.

To keep up with fueling needs of DPW vehicles, particularly as needed for plowing operations during snowstorms, a fuel depot is necessary. This facility can be made available for \$76,000 delivered plus \$25,000 for site work, but the question is where to put it. Because of proximity of wells, the DPW yard is not a feasible location. The MA DOT fueling facility on High Plain Street has been suggested.

The Department's attention presently is on fields per the 5-year Capital Improvements Plan for fields and operational costs. An adjustment to expenses is needed to keep up with improvements to fields.

- ***Downtown revitalization activities / Downtown Municipal Campus trail and park project, Re: activities planned for spring 2011, coordination of activities with Northeastern University Engineering Students, and presentation to May 2 SATM:***

Professional liability insurance is needed to allow this project to proceed. Jim Johnson, Assistant Town Administrator, will be contacted to find out what is needed to be done in this matter of insurance. Footings for the bridge need to sit on good material. A scope of work is necessary from the students in order for the project to proceed.

New Business:

- ***Meeting dates for 2011 MPIC meetings:*** The next meeting date was set as the regular monthly meeting for May 2011, to be held on Tuesday, May 10, 2011 at 6:00 pm, meeting room in Town Hall to be determined.

The meeting was adjourned at 7:15 pm.

Respectfully Submitted,