



**The Town of Barnstable**  
**Affordable Housing Growth & Development**  
**Trust Fund Board**  
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**Mark S. Ells, Chairman**

**AFFORDABLE HOUSING GROWTH & DEVELOPMENT TRUST FUND BOARD**  
**MEETING**  
April 17, 2020  
9:00 A.M.  
Zoom meeting ID: 243 935 664

In accordance with the Governor's Order Assuring Continued Operation of Essential Services in the Commonwealth, Closing Certain Workplaces, and Prohibiting Gathering of More Than 10 People issued on March 24, 2020 and extended on March 31, 2020, the April 9, 2020 public meeting of the Affordable Housing Growth and Development Trust Fund Board was physically closed to the public to avoid group congregation.

Alternative public access to this meeting was provided by utilizing a Zoom link or a telephone number, both provided in the posted meeting notice.

**Trust Members Present :** Mark Ells, Chairman, Andy Clyburn, Wendy Northcross, Laura Shufelt, Mark Milne

**Attendees:** Charlie McLaughlin, Elizabeth Jenkins, Dir. of Planning & Development, Arden Cadrin, Planning & Development Housing Coordinator, Ruth Weil, AHG&DTFB volunteer. Alisa Galazzi, Executive Director, Housing Assistance Corporation (HAC).

Topics for Discussion.

**Discussion and possible approval of condition to be included in a grant agreement to support the provision of emergency rental assistance to low and moderate income renters.**

Ruth Weil summarized that at the last meeting the Trust voted to provide support for an emergency temporary rental assistance. The purpose of today's discussion it is to establish the programmatic criteria for that program, what the trust has received and what it wants to award. The first requirement to be reviewed is Eligibility. The following eligibility requirements were discussed.

A. Eligibility

1. Tenant currently is renting a unit within the Town of Barnstable as demonstrated by a written lease or written documentation from the landlord of a landlord-tenant relationship.
2. Tenant at time of application is earning 80% or less of the AMI with the proviso that if the tenant's income is 50% or less of the AMI, Trust funds will only be made available if the tenant is not eligible for funds from RAFT.
3. Evidence that the Tenant's income has been adversely affected by COVID-19.
4. Tenant's maximum total rent does not exceed 80% of AMI based on 2020 HUD income and rent limits.
5. Tenant was not paying more than 40% of their income for rent prior to the time that the tenant's income was adversely affected by COVID-19,
6. Tenant cannot be related to the landlord.
7. Unit must be registered with the Town of Barnstable's Rental Registration program. (If unit is not currently registered, landlord must submit an application to register the unit as a condition of receipt of rental assistance payment).
8. Tenant is not receiving any other rental assistance. (government rental subsidy).

After reviewing and discussing the eligibility requirements, the following motion was made and seconded:

Motion: Wendy Northcross moved to accept the eligibility criteria as read with the exception of striking paragraph five (5). Mark Milne seconded the motion as stated.

Vote: Mark Ells presented a roll call: Wendy Northcross (Yes), Laura Shufelt (Yes) Mark Milne (yes), Andy Clyburn (Yes).

All votes in favor. Motion carries.

The Trust next discussed the following relating to rental payments:

1. Maximum assistance per household: \$5,000.
2. Payment of up to 50% of rent per month for a maximum of \$700 per month until:
  - a. Tenant starts working again or
  - b. Tenant receives unemployment benefits equal to or greater than their salary. (If such unemployment benefit is reduced, the tenant may re-apply as long as the total amount of rental assistance does not exceed \$5,000).
  - c. Rental arrearages: Maximum assistance of three months rental assistance for arrearages that began no earlier than March 1<sup>st</sup>. This amount would be included in the maximum \$5,000

Questions were raised about the rationale behind limiting rental payment to \$700 per month. Also, whether the maximum payment \$5,000 made sense. Due to time constraints, there was not sufficient time to finish the discussion on this issue. It was requested that a meeting be scheduled within the next week with sufficient time to complete the discussion of the criteria and review of HAC's application.

Motion: Wendy Northcross motioned to adjourn meeting. Motioned was seconded by Andy Clyburn.

Vote: Mark Ells presented a roll call: Wendy Northcross (Yes), Laura Shufelt (Yes) Mark Milne (yes), Andy Clyburn (Yes).

Meeting Adjourned.

Shirlee Oakley

Recording Secretary

Accepted \_\_\_\_\_  
Date \_\_\_\_\_ and time \_\_\_\_\_.

Exhibit

Outline of Programmatic Conditions to be Included in Grant Agreements Awarded by the Trust to a Not-for-Profit Entity to Provide Support to Individuals and Families Residing in the Town of Barnstable Adversely Affected by COVID-19 Whose Income is 80% or Less of the Area Median Income through a Temporary Emergency Rental Assistance Program.