



**Watertown Housing Partnership  
Meeting Minutes  
April 18, 2017  
Watertown Administration Building**

**Members In Attendance**

Fred Reynolds (Chair), Cliff Cook, Brian Costello (Watertown Housing Authority), Torey Dean, David Leon, Judge Paul Menton, Helen Oliver, and Andrea Adams (Senior Planner, Department of Community Development & Planning (DCDP))

**Others Present**

Jennifer Van Campen, Executive Director, Metro West Collaborative Development

Mr. Reynolds, noting that Ms. Van Campen was expected to attend, but had not yet arrived, adjusted the order of the posted Agenda.

**I. Review and Approval of Draft Minutes: March 21, 2017**

Mr. Reynolds asked for any corrections to the draft March 21, 2017 Minutes. Hearing none, he asked for a motion.

Judge Menton moved to approve the draft March 21, 2017 Minutes as presented. Mr. Dean seconded the motion, which was unanimously approved.

**II. Discussion of Proposed Zoning Text Amendment: Assisted Living in the I-3 Zone**

The Members discussed the proposed Zoning Text Amendment, a request to allow Assisted Living as a permitted use in the I-3 Zoning District.

Mr. Cook noted several possible projects in abutting Towns that have affordable Assisted Living units. He also expressed concern that additional units in such facilities would count against the Town in the base number of housing units counted in the Subsidized Housing Inventory assessment.

Ms. Adams said that *Assisted Living* as defined in the Zoning Ordinance includes Independent Care, Assisted Living and Memory Care housing/service models.

Several Members expressed concern that the proposed zoning Text Amendment and issues should be dealt with Town-wide. The petitioned zoning change would provide the Town the opportunity to discuss the issue of affordable housing, and affordable Assisted Living more broadly. The Members felt the Housing Partnership should submit formal comments to the Planning Board.

Noting the date of the Planning Board hearing on the proposed Text Amendment, several Members said the Partnership should hold a Special meeting in early May, to discuss the issue again, and craft a letter to the Planning Board.

Mr. Cook moved to direct staff to post a Special Meeting of the Housing Partnership on May 2, 2017. Mr. Leon seconded the motion. The Partnership voted in favor of the motion, with Mr. Dean abstaining.

### **III. Discussion of Saint Joseph Hall Elevator Repairs: Retain \$76,000 from Roof Repairs**

Ms. Van Campen distributed a proposal to repair the elevator at Saint Joseph Hall. She noted the elevator was installed in 1988, and the machinery is the original equipment. She said that Metro West Collaborative has already taken steps to reduce the cost of the repair, primarily by re-using equipment such as the elevator cab. Ms. Van Campen also noted that residents in the building depend on the elevator, and contingency plans have been made to temporarily relocate up to 20 residents during reconstruction. She said the work is also being funded using the facility's reserve monies.

Mr. Reynolds asked for a motion.

Mr. Costello moved to approve the request by Metro West Collaborative to utilize \$76,000 of money remaining from an \$185,000 allocation from the Affordable Housing Development Fund to repair the roof at Saint Joseph Hall, and allow Metro West Collaborative to use these funds to repair the elevator at Saint Joseph Hall. Mr. Leon seconded the motion, and the Partnership voted in favor of the motion, with Mr. Dean abstaining.

### **Adjourn**

Mr. Reynolds asked for a motion to adjourn the meeting.

Mr. Cook moved to adjourn the meeting, and Mr. Dean seconded the motion, which was unanimously approved. Meeting adjourned at 7:00 PM.