

Town of Weston
Minutes for Elderly Housing Committee
Friday
January 6, 2017
Brook School Apartments
44 School Street, Building C
Weston, MA 02493

EHC Members: Present- Jack Heine, Carol Ott, John Hennessey, Tom Timko, Tack Chace

Tenants/Public: Michael King, C26; Susan Tobin, C43; Arthur Shores, C36

BSA: Sara Dosamantes, Manager

Call to order at 7:45

Bills signed.

Minutes were approved from the November & December meetings. Voted 5-0

Status of Housing Trust/Partnership -

Tom Timko will submit an application to be a member of the Trust representing the EHC. WAHFI attended the meeting and they are looking for the Trust, or someone else, to help them with managing the properties. WAHFI believes they are good at acquiring, creating, and building properties. Then they want to hand over the properties to the Town to manage. They want to be in the business of developing affordable housing, not the property management business. The Trust is reviewing the proposed housing project 104 Boston Post Road, which would be a substantial complex, with over 150 rental units.

Elderly Housing Expansion Opportunities

Tom Timko and Jack Heine will meet with Donna VanderClock later today to discuss how to fund a housing expansion study either from existing funds or by requesting new CPA funds. Jack Heine developed a Preliminary Scope of Work for a Building E Project document. It was agreed that we should involve the neighbors at an early stage of this process. Carol Ott recommends this document be sent to Vee Brooks since she lives on Maple Road and informs the other neighbors. There was some discussion of scheduling the neighbors at the next meeting.

Public Comments –

Mr. King commented on the Preliminary Scope of Work document. He wants this process to include feedback from the BSA tenants and said it didn't mention them in the document.

Tom Timko responded that the phrase in the document "other stakeholders" includes the BSA tenants.

Ms. Tobin expressed concern about the communication between the tenants and the EHC. In particular, the parking, traffic, senior housing development and quality of life issues at BSA and throughout the Town. Since the BSA resident association is no longer active, she feels the tenants don't have a voice. She stated that if an issue is brought to the attention of the EHC, she would like to be notified regarding

the resolution, for example, the problem with cars exiting onto School Street turning left and the problem of people falling over the wheel stops in the C parking lot.

In response to Ms. Tobin, it was discussed the steps that have been taken to resolve the two issues she mentioned. The Town engineer did a traffic analysis and recommended that the first two parking spaces on School Street be removed so the sight lines are better for turning left; this was completed over a year ago. A wheel stop was removed and replaced with a pole; this was completed in August of 2016. Ms. Dosamantes said she hasn't heard of any other reports or concerns since the changes were made.

Tack Chace pointed out there is a process in place for tenants' concerns. They can bring, or send, their concerns to the EHC's monthly meeting. If the concern is not resolved at that meeting, it will be on the agenda for the next month's meeting.

Tom Timko explained the EHC wants to hear from the tenants and would like them to come to the meetings. If Ms. Tobin has a building maintenance issues, she should speak with Sara Dosamantes.

Jack Heine recommended a notice be sent to all tenants encouraging them to attend the EHC meetings or to submit something in writing to them, as well as encouraging the tenants to find someone to represent them. Sara Dosamantes will send out a letter to the tenants.

Mr. Shores disagreed with Ms. Tobin's comments. He finds the communication within the complex is very good and the place is well run. He said notices are always going out to tenants or posted around the building and it is up to the individual to make an effort to keep informed and to ask questions. He thought it would be a good idea to have a tenant representative for the buildings, but it is difficult to find someone take that role.

Other Business

Next Meeting scheduled for February 10th @ 7:45. Jack will phone in for the meeting.

Adjourned at 8:45am

Brook School Campus -- Building E Project

Preliminary Scope of Work

SCOPE OF WORK

CBI Consulting Inc. will assess the feasibility of expanding the Brook School Elderly Housing by the construction of a new Building – to be known as Building E – at the rear of the existing campus in the general area of the existing soccer field.

Included in the scope of this feasibility analysis will be the following:

TECHNICAL NEEDS

- Review all existing studies and documentation, including, but not limited to the Meridian Associates conservation and land use analysis and documentation, relevant documents from the Building Envelope Project, the Weston Housing Production Plan, and any other relevant materials
- Visit the site and conduct a qualitative review of existing site dimensions and constraints
- Site Option 1: Review possibility of a new free-standing building in the general location of the existing soccer field.
- Site Option 2: Review possibility of extending Building C along the street face as opposed to building over the soccer field.
- Review septic constraints. Current understanding is that the existing Brook School system can support up to 14 additional units.
 - This needs to be confirmed.
 - Additionally, can the field be expanded to support more units?
 - Does the reduced flow requirements for elderly units help us in any other ways?
- Explore (at a high level) any possible alternative off-site septic options that would allow us to expand beyond the 14 unit limitation
- Review Conservation constraints.
 - The rear side of the Brook School campus has a number of conservation issues that were recently documented and analyzed as part of the Parking Lot project engineered by Meridian Associates.
 - Review general drainage constraints and requirements
- Prepare two or more draft layouts and concept level cost estimates. This would include the maximum number of units, potential public and common spaces, bedroom counts, general unit sizes, building size and height options, and any other useful or distinctive factors and features.

MEETINGS AND PRESENTATIONS

- Meet as appropriate with the Elderly Housing Committee and other interested stakeholders to discuss and review findings and plans
- Prepare public review presentation materials for abutters, Town officials, residents, etc.
- To include at a minimum:
 - Preliminary meeting with EHC, abutters, and other stakeholders to review scope of study.
 - Meeting with meeting with EHC, abutters, and other stakeholders to review findings prior to final report.
 - Final meeting and formal presentation with EHC, abutters, and other stakeholders to review final results.
 - Progress meetings as needed.