

Scarborough Housing Alliance
Meeting Minutes
February 26, 2025, 6:00pm

Present via Zoom: None.

Present at Town Hall: Bryan Shumway, Eric Boucher, Bill Shanahan, Leroy Crockett, Jean-Marie Caterina and Tom Hall.

Excused: Bob Nadeau.

Guests: Bill Donovan, Town Council Liaison (in person).

1. The meeting began at 6:03pm.
2. The minutes for January 29, 2025, were approved as presented with a motion from Jean-Marie, second by Leroy, and all members voting in favor.
3. Officers – Jean-Marie nominated Bryan as Chair and Eric as Secretary. Leroy seconded the nominations, and all voted in favor.
4. Credit Enhancement Agreement (CEA) Policy – Tom shared the amended policy with the Alliance describing certain changes, including clarity of CEAs for affordable housing versus economic development, creating a detailed process and assessment criteria, and the continued requirement that CEAs require a TIF district. A brief discussion followed.
5. Town Council goals – Bill Donovan introduced the “2025 Town Council Goals” handout drawing attention to the Growth, Housing, and Land Use section. He also noted that there is a workshop scheduled with the Responsible Parties (as defined in the section) on April 16 and the Alliance should have representation there. A brief discussion followed.
6. RFP for Affordable Housing funds (added to agenda) – Tom reminded the Alliance of the previously issued formal RFP process that was used to solicit requests for Affordable Housing funds. Tom noted that the RFP was created prior to the definition of work force housing being added to the Comp plan. Tom inquired if the RFP should be revised to include work force housing. After a brief discussion, Jean-Marie made a motion to add work force housing to the RFP, which was seconded by Leroy, with all voting in favor. Tom will make the required edits.
7. Public comment – No public comment.
8. The next meeting is scheduled for March 26, 2025, at 6pm. Agenda to be developed and distributed in advance of meeting date.

At 6:41pm, the Alliance adjourned its meeting with a motion by Jean-Marie, second by Leroy, and all in favor.

Respectfully submitted,

Eric Boucher
Secretary