



Section 5: Health & Human Services



Homeownership Opportunity Fund

The Trust has also been involved in the effort to implement Weston’s Housing Production Plan. The Plan outlines several goals and strategies to be employed in the effort to meet annual housing production goals and to generally work toward meeting the range of local housing needs. In 2017, Town Meeting approved Community Preservation Act funds for a Homeownership Opportunity Fund that will allow the Trust to purchase a property for affordable housing. Throughout 2018, the Trust evaluated several properties, including properties owned by the Town and the state, and identified the municipally-owned parcel located at 0 Wellesley Street (corner of Boston Post Road). The Trust subsequently requested the parcel be transferred to the Trust for purposes of constructing affordable housing, which was approved by Annual Town Meeting. With assistance from Town staff, due diligence on the property has been initiated in order to issue a Request for Proposal to transfer the property for development.

Additionally, the Trust issued a Request for Interest for Professional Real Estate Services in October of 2018. The contract is anticipated to be awarded in early 2019 in order to provide buyer broker services to assist the Trust in identifying, evaluating and purchasing property for the purpose of developing affordable housing.

2018 Affordable Housing Trust Members:

*Appointed by the Board of Selectmen*

Sarah Like Rhatigan, Co-chair	2020	Douglas P. Gillespie	2018 (expired June 2018)
Hugh Jones, Co-chair	2020		<i>Board of Selectmen Representative</i>
Susananne Haber	2020	Harvey Boshart	2020 (as of July 2018)
Michael Price	2019		<i>Board of Selectmen Representative</i>
Thomas Timko	2019	Kenneth Newberg	2019
			<i>Community Preservation Committee liaison</i>

Associate Members:

Shirley Dolins	2019
Thalia Price	2019

**REPORT OF THE BOARD OF HEALTH**

The Board of Health, assisted by the Health Department, is responsible for the promotion and protection of public health. This is done through the education and enforcement of environmental, public, medical, and mental health laws and regulations, and emergency preparedness planning. The Board of Health provides enforcement of the State Sanitary Code under the Department of Public Health and the State Environmental Code under the Department of Environmental Protection.

The State Sanitary Code includes permitting, regulating, and inspecting housing, food sales and service, pools, camps, lead, asbestos and lead abatement, solid waste, surveillance and reporting of communicable disease, and animal health. The State Environmental Code includes permitting and regulating wells, septic systems, groundwater, and air protection. The Board is committed to providing the highest protection of the public health possible with available resources.

Communicable Disease

The Board of Health is required to investigate communicable diseases to determine how an individual came to be infected and who may be at risk from exposure to the infected individual. This information is then shared with the Massachusetts Department of Public Health. The infected individual and contacts are observed by the Board of Health to be certain all are treated with the proper medication for the disease.

A total of 128 cases were investigated by the Board of Health in 2018

Brucellosis	1	Salmonellosis	5
Campylobacteriosis	4	Varicella	14
Haemophilus Influenzae	2	<u>Tick-Borne Diseases</u>	
Hepatitis B	5	Babesiosis	5
Hepatitis C	8	Borrelia Miyamotoi Infection	1
Influenza	38	Ehrlichiosis	3
Legionella	1	Human Granulocytic Anaplasmosis	4
Mumps	3	Lyme Disease	42
Polio	1	Rocky Mountain Spotted Fever	1

Food Safety

The Health Department inspects all food establishments routinely. A total of 133 food service reviews and inspections were conducted and 56 annual and 36 temporary food permits were issued. During the inspection process, all minor violations cited were corrected in a timely manner.

Camp Safety

The Health Department inspects all recreational camps for children routinely. A total of 91 camp reviews and inspections were conducted and 16 camps were licensed. The Board of Health continues to encourage education and provide materials about sun safety, heat exhaustion, and protection from mosquitoes and ticks.

Pool/Beach Safety

The Health Department inspects all public, semi-public, and special purpose pools routinely. A total of 66 pool and beach reviews and inspections were conducted and 29 pool permits issued for the 2018 season. All facilities are maintaining compliance with The Virginia Graeme Baker Pool and Spa Safety Act. Public and semi-public beaches were inspected and permitted in accordance with Mass. Department of Public Health’s Beach Regulations 105 CMR 445.000 Minimum Standards for Bathing Beaches. Water testing results are monitored weekly throughout the bathing season.

Emergency Preparedness

The Board of Health conducted two successful seasonal flu vaccine clinics in 2018 administering over 300 doses of vaccine that were purchased with funds from insurance claims. The clinics were made possible with the strong support of the Weston Emergency Reserve Corps (WERC), a branch of the Massachusetts Region 4A Medical Reserve Corps.

The Board is appreciative of the WERC Executive Committee and its Chairman Rudy Ruggles for its tireless efforts and sincere commitment to providing volunteer service to the Weston community throughout the year. The Board would also like to thank all the WERC volunteers and school nurses who provided services for all the flu clinics and events with a special thank you to Elisabeth DiPietro, MD who was appointed by the Board to serve the community as the Medical Health Director.

Sandra Ashley *	Joseph Karbowski, RN+	Kathleen Becker, RN+	Karl Benedict, MD*
Pat Benedict	Carol Berkes, RN	Maxine Breen*	Isabella Caso
Patricia Hoban, RN +	Julie Hyde*	David Kominz, MD*	Phyllis Kominz
Marge Ackerman	Janet Weinstein, RN+	Stephanie Lynch, PhD*	Patricia Madigan, RN*
Barbara Meissner, RN	Al Newstadt, RPh*	Marcia Newstadt	Claire Seel
Angela Rostami, RN,CNM	Rudy Ruggles*	Marilyn Savage*	
Laurie Melchionda, RN+	Michelle Rizza, RN+	Denise Schwerzler, RN+	

\* Denotes Members of the Weston Emergency Reserve Corps Executive Committee

+ Denotes Weston School Nurses

The WERC was present at town-wide activities all year long providing over 800 hours of service. In April WERC volunteers provided public health and safety education for, Lyme disease, mosquitoes, sun, rabies, 72-Hour Preparedness Kits, and healthy food during the Weston High School's Spring Fling event on the Town Green. Volunteers encouraged children to consider emergency preparedness concepts by playing a game requiring them to choose the items they would need to take with them in an emergency evacuation and to be ready to move out in 10 minutes. Successful choices allowed them to spin to win a prize. WERC also partnered with the Masons at this event to offer the community the MyChip program. Over 150 children visited the program and teeth impressions, fingerprinting, DNA swabs, and an Audio/Video recording was done for each child. The tests were given to their parents for safekeeping. Volunteers from Regis College and Tufts Medical School also joined the WERC volunteering for this event.

Another April event found the WERC Volunteers sponsoring a Home Owner's Workshop partnering with the Building Department, Fire and Police departments, the Department of Public Works, Conservation, and Stormwater awareness. All departments made a presentation to the community about their roles in protecting the community and answered resident's questions about applying for construction permits and what is needed by each department.

WERC also partnered with the Weston Fire Department during the Pumpkin Festival offering games encouraging planning and training for emergency preparedness. And finally, in December at the WERC sponsored Annual Dinner an introduction to some emergency preparedness training being offered such as "Stop the Bleed" and "You Are the Help until Help Arrives" were presented.

#### Environmental Health

All residential properties in Weston are served by individual septic systems. Title V of the State Environmental Code is a set of regulations established by the Massachusetts Department of Environmental Protection that sets standards for the design and construction of septic systems. The Board of Health is responsible for the enforcement of this code and invests approximately 80 percent of the Department's time enforcing Title V regulations.

Enforcement of Title V consists of the witnessing of percolation and deep test holes, review of septic system plans, and installation inspections of the new systems and wells. Inspections of existing septic systems and renovation projects require research of existing files to establish abutting lot and site conditions. Building renovation projects are all reviewed to ensure that the proposed work is in compliance with Title V regulations.

There are several large complexes that require sewage treatment plants. These complexes have groundwater discharge permits issued through the Department of Environmental Protection. Reports are forwarded to the Board of Health and are reviewed to establish that the treatment plants are operating within the parameters of the permit.

#### 2018 Members of the Board of Health

*Elected by the Voters*

David R. Kominz, Chair	2020
Laura Azzam	2019
Elisabeth DiPietro, M.D.	2021

### Board of Health Departmental Activities

<b>Permits</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Soil Tests Permit	73	51	39
Septic System Review Application	64	64	57
Septic System Permit Application	103	81	97
Septic System Installer's License	37	30	29
Septic System Pumper Permit	7	17	16
Solid Waste Hauler Permit	24	26	20
Title V Inspection Permit	181	165	136
Trench Permit	105	92	94
Well Permit	10	16	25
Tobacco Permit	2	2	2
Food Service Permit	78	103	92
Camp Permit	14	14	16
Residential Pool Permit	4	10	13
Commercial Pool Permit	22	17	16
Burial Permit	82	110	79
Portable Toilet Permit	46	32	73
Livestock Permit	30	31	31
Renovation/Addition Permit	104	94	109
Demolition Permit	140	172	156
Dumpster Permit	46	44	65
<b>Permits - Total</b>	<b>1,170</b>	<b>1,171</b>	<b>1,165</b>
<b>Inspections / Reviews / Meetings</b>			
Septic Pumping Reports	1,449	1,549	1,034
Soil/Percolation Tests Witnessed	354	321	204
Septic System Plan Reviews / As-builts	172	103	169
Septic System Inspections/meetings	330	437	320
Title V Inspection Reports/Reviews	260	157	149
Environmental Investigations / Meetings	36	23	19
Housing Complaint Investigations/Meetings	10	5	1
Well Permits Application Review/Inspection	11	14	31
Food Service Inspections	140	101	108
Food Service Plan Review	56	73	45
Camp Inspections	24	26	57
Camp Permit Review	18	6	16
Commercial/Residential Pool Permit Review	13	19	29
Commercial/Residential Pool& Beach Inspections	28	37	55
Renovation/Addition Permit Review/Meetings	106	100	131
Renovation Inspections	43	36	44
Demolition Inspections	40	72	180
Administration Meetings	115	152	147
Administrative Training Meetings	28	41	63
Housing Nuisance Complaint	15	4	9
Communicable Disease Investigation	110	135	123
Emergency Preparedness Meeting	24	33	31
Community Health and Wellness Meetings/Training	17	35	21
<b>Inspections / Reviews / Meetings - Total</b>	<b>3,124</b>	<b>3,479</b>	<b>2,986</b>

<b>Administrative</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Phone Calls	4,208	4,179	4,243
Research	2,674	3,059	2,864
Emails	20,245	18,451	20,604
Letters	704	609	450
Faxes	881	646	583
<b>Administrative Totals</b>	<b>28,712</b>	<b>26,944</b>	<b>28,744</b>
<b>Total Revenue</b>	<b>\$146,024</b>	<b>\$159,616</b>	<b>\$151,412</b>

### REPORT OF THE COUNCIL ON AGING

The Weston Council on Aging (COA) has provided Weston’s older residents with programs, resources, and support in response to diverse interests and needs for over 40 years. The number of older adults in the country, the state and in Weston is rapidly increasing. More than 3,100 of Weston’s 11,486 residents are over the age of 60; this constitutes 28 percent of the Town’s population. There are more than 1,000 residents who will enter this age group in the next five years. Staff and members recognize that as we age, we are faced with different opportunities and challenges than we faced in our younger selves and therefore require services and programs to support us as we age. These may include social services, fitness classes, recreational and social events, loss of friends and family, volunteer opportunities, assistance at home with daily tasks, health concerns or transportation. The COA endeavors to create a community that supports the needs of all older residents, which in turn creates a more welcoming community for all residents.

The Council members and staff facilitate connection and engagement of Weston’s older residents. Collaborating with a network of local resources, members and staff work to promote initiatives to keep older residents engaged with the community and provide programs, transportation and trips with them in mind. A wide array of services, resources, and programs targeted to the interests of Weston residents are provided. Services include comprehensive information, referral and social services, health and wellness programs, education and social offerings, transportation, and other opportunities for people to stay connected to the community. A recent survey revealed that 75 percent of respondents felt the COA playing a role in the lives of themselves, loved ones, friends or neighbors.



**THE COUNCIL ON AGING PROVIDES PROGRAMS AND SERVICES FOR THE OLDER ADULTS IN WESTON.**

**1 IN 4 RESIDENTS ARE 60+**



**3,100**

**AND GROWING**



#### The Board of the Council on Aging

The Board is comprised of 9 to 13 Weston residents appointed by the Board of Selectmen. Board members dedicate their efforts to the achievement of the COA mission and also serve as liaisons to various Town committees and local groups. In addition, many of the members are active volunteers at the COA. Current committees and working groups include:

- Transportation
- Community Connections
- Governance
- Personal Finance
- Technology, and
- Housing, our newest committee

### Needs Assessment

The Council on Aging engaged the services of the University of Massachusetts Boston, Gerontology Institute for Social and Demographic Research to conduct a Needs Assessment. The purpose was to educate the Council on Aging, Town of Weston, stakeholders, and residents about the needs and preferences of the growing number of older adults in our community. As part of the study UMass conducted focus groups, stakeholder interviews, and surveyed all residents 55 and older. We received a response rate of 29 percent to the community survey.

The increased knowledge gained will enable the Council to be better prepared to meet the needs of residents as they age in Weston. The completed report will be available by spring 2019.

### Volunteers

Over 170 volunteers provided over 5,900 hours of service to the older adults of Weston. Participation varies widely, from just a few hours on occasion to regular commitments of hundreds of hours per year.

The volunteers, who range from teenagers to nonagenarians, lead and organize programs, drive older adults to medical appointments, deliver meals to homebound older adults, greet residents at the front desk, assist staff with administrative and other projects, and help students practice reading in the elementary schools, among many other invaluable activities. Of the volunteers, 90 percent take advantage of programs and services, which reinforces the strong connection the Council has with them.

**MEALS ON WHEELS  
DELIVERED**

 **3,172**

 **170 VOLUNTEERS GIFTED  
5,900 HOURS**

### Services Available for Residents

The social workers of the COA offer residents referrals and information for housing options, in-home services, transportation options, emergency situations, financial difficulties, caregiver support, social isolation, and guidance on strategies to remain independent in one's own home. The social services team assisted over 500 residents with these issues and more in 2018.

Residents are also able to borrow medical equipment and have access to the food pantry. The food pantry at the COA is open to Weston residents of any age. A mobile food pantry is also available at the Brook School Apartments, making food available to residents who may not be able to come to the COA. The Council's dedicated volunteers delivered 3,172 meals to older adults at home through the Meals on Wheels program.

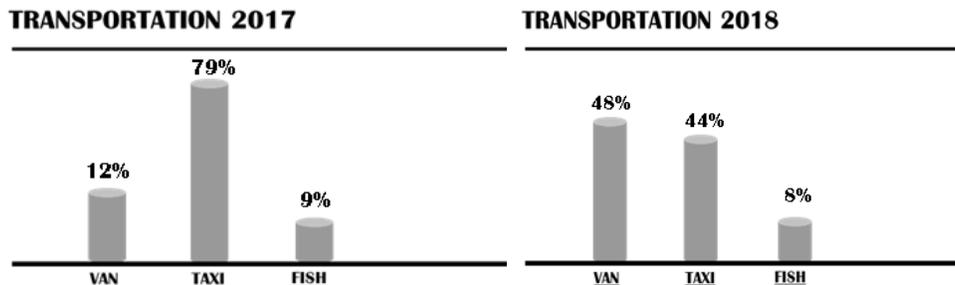
Assistance at home, housing, financial and health insurance questions continue to be a focus throughout the year. To address the many concerns about health insurance and Medicare, Weston's volunteer SHINE (Serving the Health Insurance Needs of Everyone) counselor conducts onsite appointments as does the full-time social worker who is also a trained SHINE counselor. Next year, an additional SHINE volunteer will be welcomed to help with this growing need. The COA also participates in the AARP Tax Assistance Program where trained volunteers prepare residents taxes at no cost.

### Transportation Options for Residents 60+

The COA provides residents with multiple options to help with their individual transportation needs. During 2018, the COA provided 2,547 rides to older adults. The use of the van was increased, which in past years has primarily been used for occasional day trips and weekly grocery shopping trips. Now, residents can have free transportation on the van five days a week to destinations in Weston, Wayland, Waltham, Wellesley, Newton-Wellesley Hospital, and the Riverside and Woodland MBTA stations.

**2,547  
RIDES** 

The volunteer F.I.S.H. program provides transportation to medical appointments and the discount taxi voucher program provides a deeply discounted, on-demand option that can be used within Weston and neighboring towns. The steady increase in van usage resulted in a decline in the usage of the taxi program. Focus in 2019 will be given toward strengthening the transportation options offered to residents.



This year, the COA was approved to get a new van through the Community Transit Grant Program administrated by the Massachusetts Department of Transportation. The grant covers 80 percent of the cost of the vehicle. The Friends of Weston’s Council on Aging generously provided funding for the remaining 20 percent. The Friends of Weston’s Council on Aging also continued to support the COA in a variety of ways including additional donations toward our discounted voucher program, postage for mailing our newsletter to every household with someone 60 or older and supporting the volunteer recognition event.

Programs

The COA provides programming Monday through Friday ranging from art classes, lectures, games, meditation, fitness classes, foreign languages, breakfasts for Veterans, support groups, and many others. Classes are run by professional instructors and volunteers who share their talents with us.



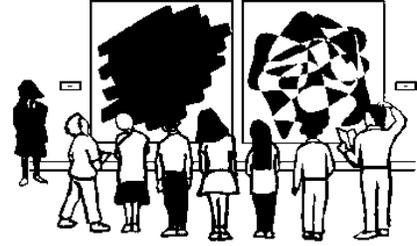
The fitness classes are offered five days a week, close to home, and with one’s peers. There was a 14.5 percent increase in the fitness programs participation in 2018. Line dancing and muscle building classes were added to the lineup, both of which have been positively received. Zumba, archery, ballroom dance, walking, yoga, tai chi, and functional fitness, among others, remained popular. Classes are drop-in at a cost of \$5 per class and run year round, providing the instructor is available. This encourages residents to participate when they are able and not be tied into a fee if they have appointments or are traveling. During a few weeks in the year, some classes are offered for free so that residents can try as many classes as they like to, which encourage people to try something new.

The COA hosted several noteworthy events in 2018, including a panel discussion on housing in Weston; a birthday celebration for residents 90 and over; and an appraisal fair, where participants had their treasures assessed by volunteer appraisers. Another new event was the “How to Make Your Home Work for You” vendor fair where over 20 vendors shared products and services that support residents needs to stay in their own homes. All said and done, the COA offered 22,385 hours of programming in 2018, creating opportunities for residents to learn, grow, mingle, move, and meet new friends.

Adventures

Day trip offerings were increased this year to include behind the scene tours of the Boston Symphony Orchestra, art museum visits, Boston Public Market, a cruise of Lake Winnepesaukee, and Metropolitan

Opera showings at the AMC theater in Framingham, among many more. A volunteer day trip to Rosie’s Place to prepare and serve lunch was also offered. Residents greatly enjoyed the opportunity to give back and one even took the day off work to participate. The Council hopes to offer more volunteering trips in the future. Most trips are transported by the COA van.



Weston Service Program

Homeowners who are over 60, Veterans, or disabled adults may apply for a work placement within Town government where they can earn up to \$1,100 towards their property tax bill.

In Appreciation

The dedicated and generous efforts of many individuals, community groups and volunteers make it possible for the Weston Council on Aging to serve as a resource center for Weston older adults and their families. In addition to the time and talent given by individual people, the Council is grateful for the many groups in town that collaborate with us each year, hosting events, caring for the garden, supporting programs, donating resources and time. Weston’s community provides an extraordinary level of support and goodwill in the spirit of volunteerism. We are grateful for the continued support as we look ahead to 2019.

2018 Council on Aging Board

*Appointed by the Board of Selectmen*

Geraldine Scoll, Chair	2022	Wayne Johnson	2019
Margaret Ackerman, Vice Chair	2022	Jean MacQuiddy	2021
Alice K. Benson	2020	Thomas Nicholson	2021
Betsey Brew Boyd	2019	Carol Ott	2020
Leslye Fligor	2022	Prather Palmer	2021
Robert Froh	2019	Vida Goldstein, Associate Member	
Melissa Galton	2020	Phyllis Ritvo, Associate Member	

**REPORT OF THE EAST MIDDLESEX MOSQUITO CONTROL PROJECT**

The East Middlesex Mosquito Control Project conducts a program in Weston consisting of mosquito surveillance, adult and larval mosquito control, ditch maintenance, and public education.

During the year, May through most of August was dry. With that and the mosquito populations still rebounding from the drought in 2016, there were lower than average mammal-biting mosquito populations until September. Above average precipitation, starting in late August resulted in mosquito populations rebounding back to normal by mid-September. The Massachusetts Department of Public Health determined that there was a remote eastern equine encephalitis (EEE) risk and moderate West Nile virus risk in Weston during the 2018 season. There were 48 residents in Massachusetts that contracted the West Nile virus in 2018.

The adult mosquito surveillance program monitored mosquitoes from 21 Weston trap collections. Four mosquito pools from those collections were sent to the state health department to be tested for EEE and West Nile virus, all tested negative for EEE but one tested positive for West Nile.

The larval mosquito control program relied on the larvicides Bacillus thuringiensis var. israelensis (Bti), Bacillus sphaericus and methoprene. Bti and Bacillus sphaericus are classified by the Environmental Protection Agency as relatively non-toxic. Methoprene is classified as relatively non-toxic when ingested

or inhaled and slightly toxic through dermal absorption. In April, a helicopter was used to apply Bti granules to 225.5 wetland acres to control spring floodwater mosquitoes. Field crews using portable sprayers applied Bti in the spring and summer to 12.5 wetland acres when high densities of mosquito larvae were found in stagnant water. Bacillus sphaericus and methoprene were applied to 1,272 catch basins to control Culex mosquito larvae. Culex mosquitoes are considered the primary vectors for the West Nile virus.

For adult mosquito control, crews sprayed one night using a truck-mounted aerosol sprayer after survey traps collected high mosquito populations. Personnel from the East Middlesex Mosquito Control Project uses a pesticide product called Anvil 10+10 with the active ingredient, Sumithrin, which is classified by the Environmental Protection Agency as slightly toxic. Advance notification of spraying was done through notices on the town website and the Weston Town Crier.

An excavator was used to maintain drainage at a 200-foot section of a waterway off of Route 20 and a 411-foot section near Weston High School. Hand tools were used to clear obstructions from a 236-foot section of a waterway near the Weston High School.

The Project's public education program is designed to develop awareness within the public and the private sectors as to their roles in mosquito control. It serves as a resource to residents, municipal officials, and the local media on mosquitoes and mosquito-borne diseases. A web page located at [www.sudbury.ma.us/emmcp](http://www.sudbury.ma.us/emmcp) provides residents with information on mosquitoes, control programs, and related topics.

## REPORT OF THE ELDERLY HOUSING COMMITTEE

Brook School Apartments, the stately quartet of buildings located at 44 School Street, continues to flourish. It was an unusually busy year. On average there are three to five apartments turned over in any given year; however, 12 apartments changed tenancy in 2018. At the end of December 2018, the waiting list included 107 potential tenants for subsidized apartments and 21 who were seeking market-rate residences. The average wait time for a subsidized apartment is currently three to five years while those seeking a market rate apartment generally wait six months to a year. This data substantiates the plan for more affordable rental housing for the elderly and disabled in Weston. The Committee continues to look into the possibility of adding more housing units to the Brook School Apartments campus.

The Committee would like to acknowledge and to thank Sara Dosamantes for her 11 years of dedicated service. Our community regrets that Ms. Dosamantes was unable to return to work after a medical leave of absence. Thank you to Barkan Management, which provided part-time coverage to help with managerial duties. The Committee would also like to thank Kevin Walsh and Gary Jarobski from Town Facilities Department and all the town departments that stepped in to help Brook School Apartment employees, Ed Jarobski and Karin Ott, during the six months of Sara's absence.



*Sara Dosamantes, far right, celebrating with her daughter Jessica, grandson Aiden, son-in-law, and her dog, Sasha, at the annual Halloween Party*

The Committee welcomes Monyette Vickers as the new Brook School Apartments Manager, beginning January 2019.

Tenants enjoyed various social events throughout the year including Springwell lunches on Mondays, singers, Weston Fire Department’s Safety Presentation, a puppet show, the annual Halloween Costume Party and Holiday Party, and the ever-popular Weston-Roxbury Preschool December Sing-A-Long.



*Brook School Apartments’ first manager, Patsy Shotwell*

Many members of the Weston community contribute their time and good cheer to the Brook School residents: the Council on Aging volunteers who bring Meals on Wheels and help with the weekly shop bus to local markets and the Country Garden Club for the upkeep of the entrance sign décor as well as the decorative containers.

The Committee also wishes to acknowledge the many Town Departments that support the tenants, including the Weston Fire and Police departments who capably respond to any emergency and the staff at the Council on Aging for their support and advice.

The Committee would also like to thank Jack Heine for his dedicated time and support to Brook School Apartments over his 23-year tenure as committee member and Chair. We wish him only sunny skies at his new home in California. The Committee welcomed Melissa Brokalakis as a new member. She brings to the Committee her knowledge and passion for affordable elderly housing.

The Committee is also sad to note the passing of Patsy Shotwell, who helped to make Brook School Apartments a reality and acted as the first Manager for 18 years.

2018 Members of the Elderly Housing Committee

*Appointed by the Moderator*

Tom Timko, Chair	2020	John Hennessey	2022
Melissa Brokalakis	2020	Carol Ott	2019
James F. Chace	2019		

**REPORT OF THE REGIONAL HOUSING SERVICES OFFICE**

The Regional Housing Services Office (RHSO) is a collaboration between the towns of Acton, Bedford, Burlington, Concord, Lexington, Sudbury, Wayland, and Weston with Concord as the Host Community. The Office has been operating since 2012, providing technical support for the administration of 5,963 housing units included in the Subsidized Housing Inventory (SHI) in this regional service area. Town Planner Imaikalani Aiu serves as Weston’s representative on the RHSO Advisory Board.

Project Goals

The goals of the Office are to help municipalities plan, permit, monitor, maintain, and increase their affordable housing inventory. The model is built upon three premises:

- Develop a regional approach for finding common solutions for common challenges, looking at housing through a municipal lens
- Make efficient use of resources, both leveraging knowledgeable staff and providing shared access to affordable housing opportunities for residents

- Proactively monitor the community's affordable housing inventory to ensure the preservation of the units

#### Service Model

The eight-member towns pay an annual membership fee to the Town of Concord, which covers the staffing and administrative expenses of the RHSO. The member communities are annually allocated hours for housing specialists to provide core services and technical expertise, in a staff augmentation approach, with no requirement for hiring, contracting, training, or supporting such personnel. The allocation of hours per town was initially determined based on the size of each town's affordable housing stock, and an estimate of current staff time spent on affordable housing-related issues. Annually towns approve a commitment of hours based on the prior year's actual hours expended by RHSO staff and the anticipated local need in the coming year

#### Project Cost

The expense related to the Office is for staffing and administrative expenses. The model includes a total of 365 hours per year exclusively for Weston to access four part-time consultants with expertise in affordable housing and provide support staff to the Affordable Housing Trust. This staffing model provides for flexibility to be able to expand or contract based on need or funding to the Town to focus on the Town's unique needs and offers a breadth of skills and level of expertise. Weston's share of the project cost in fiscal year 2018 was \$24,552. For fiscal 2019 Weston's share of the project cost is \$27,938. This program is primarily funded through the use of Community Preservation Act Funds.

#### Observations to Date

The Office benefits both the town and its residents. The Town receives access to dedicated, knowledgeable affordable housing resources that are able to support its staff and the Housing Trust. The Regional Housing Services Office activities for Weston in the past year included:

- Assisting the Affordable Housing Trust in carrying out its mission of providing and preserving affordable housing and review of affordable housing projects being carried out under MGL Chapter 40B
- Providing staff support to the Affordable Housing Trust including the preparation of meeting agendas and packets
- Assisting in requesting the transfer of 0 Wellesley Street, a municipally owned parcel for affordable housing purposes. Subsequently, assisted in due diligence and drafting a Request for Proposal for a developer at this site
- Assisted in ongoing owner management of the Trust owned, seven-unit Warren Avenue housing development. This included ongoing asset management, annual budget review, revising the Warren Avenue Tenant selection and Marketing plans for the lease of the two units completed in 2018. Additionally, assisted the Housing Trust to modify to the occupancy policy (roommate policy review), income restrictions, and annual rent increase
- Administered the Home Repair Grant program
- Support for the Affordable Home Ownership Opportunity Fund by identifying opportunities, drafting criteria for site selection and assisting in identifying a buyer's broker for the Trust through and Request for Interest process
- Drafted memos to Town boards related to the Brook School Apartments expansion, Ash Street sidewalk, and the 751-761 Boston Post Road 40B development
- Provided technical assistance to Town board's related to MGL Chapter 40B and inclusion of units on the SHI
- Provided values of restricted properties to Assessors' Office
- Monitoring of both affordable rental and homeownership units in Town



*The annual Council on Aging Volunteer Appreciation luncheon was ball park-themed, complete with peanuts and popcorn and Cracker Jacks*