

Westminster Senior Residences
62 Packard Street
Westminster, MA 01749

I. Overview

Westminster Senior Residences is a newly constructed apartment community located at 6 Community Way Westminster MA 01473. Westminster Senior Residences is a 50-unit apartment community which consists of 50 One Bedroom units including 7 fully accessible ADA units, all are accessible by elevator. All the units are available to applicants earning less than 60% or 30% of the Area Median Income (AMI). At least one household member must be 62 years of age or older to be eligible.

The community has an on-site management office, on-site resident services, 24-hour emergency maintenance, ample off-street parking, outdoor patio with seating, onsite laundry facility, walking paths and conveniently located next door to the Westminster Senior Center.

Westminster Senior Residences prioritizes housing for those most in need of affordable housing. Ten are reserved for extremely low-income households at or under 30% of AMI, the remaining 40 units are reserved for low-income households at or below 60% of AMI.

II. How to Apply

Application Deadline is Tuesday June 2nd, 2025.

Applications can be accessed online by visiting www.westminsterseniorresidences.com

To request an application be mailed to you, or if you or a family member has a disability or limited English proficiency, and as a result need assistance completing the application, and/or require any assistance during the application process, please contact us:

EMAIL: westminstersenior@maloneyproperties.com

PHONE: 617-209-5453/ Relay 711

In Person: Paper applications are available to be picked up at the Westminster Town Hall and Senior Center during normal business hours. All applications must be returned by mail or in person to Maloney Properties Inc, 27 Mica Lane, Wellesley MA 02481 or by email **no later than June 2nd, 2025** to westminstersenior@maloneyproperties.com.

For an application to be included in the lottery, all applications must be received or postmarked by June 2nd, 2025. Any applications postmarked or received after June 2nd, 2025, will be placed on the waitlist by date and time received after the lottery applicants.

Maloney Properties Inc. does not discriminate on the basis of any protected status, including disability, in the admission of or access to, or treatment or employment in its programs and activities. Maloney Properties, Inc. provides persons with disabilities the opportunity to request a Reasonable Accommodation in order to apply to and participate in such programs and activities. Maloney Properties, Inc. also provides people whose primary language isn't English and as a result have limited English proficiency the opportunity to request free language assistance in order to apply to or participate in its programs and activities. Pam Moynagh coordinates Maloney Properties' compliance with all nondiscrimination requirements, including Section 504. Contact her with any questions or concerns relating to Maloney Properties' compliance with nondiscrimination requirements: Telephone (781) 943-0200 x255, Relay #711 or at Maloney Properties, Inc. 27 Mica Lane, Wellesley, MA 02481.

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III. Westminster Senior Residences Anticipated Timeline

Advertising and Application Availability:	04/03/2025
Information Session Webinar	05/07/2025
Application Submission Deadline:	06/02/2025
Lottery Date:	06/17/2025 at 12pm
Applicant Notification of Lottery Results:	06/19/2025
Start of Applicant Screening and Processing:	06/23/2025
Occupancy Scheduled to Start:	August/ September of 2025

***Schedule is subject to change due to construction delays. Please check the website for schedule updates.**

IV. Westminster Senior Residences Tenant Eligibility

An eligible household is one that:

- One Household Member is 62 years or older as of the lottery date June 17th, 2025.
- has submitted a complete pre-application
- meets applicable program requirements and income limit
- has the appropriate household size for the unit offered
- All household members must meet suitability standards from criminal background check, credit check and landlord verification.
- Applicants qualifying for the 60% units must demonstrate sufficient income/assets to afford the rent or hold a mobile housing voucher.
- If applying for a Section 8 or Massachusetts Rental Voucher Program (MRVP) 30% units, applicants must also meet the subsidy providers program guidelines and criminal background check.

Household income and assets will be verified based on information obtained from such documents as third-party verifications, pay stubs, benefit award letters, retirement/pension documents, bank and investment statements and IRS tax returns. Third party verifications will be conducted with applicant's consent following the lottery. There is no limit on assets for the 60% units. Income from assets is included in the household income calculation.

Applicant eligibility criteria shall apply to the following subsidy programs:

- LIHTC (Section 42) Program
- Massachusetts LIHTC Program
- Community Based Housing – (CBH) Program
- Facilities Consolidation Fund (FCF) Program
- Affordable Housing Trust Fund (AHTF) Program
- Housing Stabilization Fund (HSF)
- Section 8 Project Based Voucher Program
- MRVP Project Based Voucher Program

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Placement for a housing opportunity at Westminster Senior Residences is based on meeting both the affordable eligibility criteria and the suitability criteria as outlined in the Tenant Selection Plan (TSP).

V. Westminster Senior Residences Lottery Process

The Lottery and Tenant Selection

- All households that submit a complete pre-application and are deemed to be preliminary eligible will be entered into the Lottery.
- All applicants in the lottery will be assigned a lottery number.
- The Lottery will be viewable online via a live video feed
- On the day of the Lottery, the applicants will be drawn and assigned a lottery number utilizing a third-party electronic lottery service random.org.
- The lottery list will then be reviewed for re-ordering based on preferences. Those who qualify for preference will be assigned in the order of their assigned lottery number, followed by those without a preference in the order of their lottery numbers.
- All applicants will be informed within 3 days of the lottery of their placement on the lottery list via email or letter mailed to their address listed on the application if no email is provided.
- Applicants with the lowest lottery number placement will then be invited to a) see the unit if available and b) get their application verified, interviewed, and processed for final eligibility determination.
- Applicants not selected during the initial rent up phase due to placement number exceeding unit availability, will be placed on the waiting list.

VI. Preferences

Preference for Households with a Member with Disabilities:

7 units will be built out for full mobility and visual and hearing impaired accessible ADA units that will be filled across all applicant pools and first preference will be given to those households with a household member with disabilities in need of an accessible unit, when such units are available.

- 3 of the 7 mobility accessible ADA units will be filled by those applicants that qualify for the CBH program preference by lottery number and program preferences.
- The remaining 4 mobility accessible ADA units and the 1 unit modified for visual and hearing impairments will be filled from the General and Local pool based on lottery number.

Community Based Housing Program Preference (3 1 Bedroom Units)

To be eligible for this preference, applicants must be eligible for the Community Based Housing (CBH) program. These units will have additional preference criteria; priority will be given first to applicants who are institutionalized and second to applicants who are at risk of institutionalization. A Certification Form is required to verify the applicant meets the CBH

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program requirements. The professional qualified to make this determination may be a licensed medical, psychological, or allied mental health and human services professional who has professional knowledge of the individual.

- **First Priority:** Persons with disabilities (as that term is defined in 760 CMR 60.02) who are living in institutions or are at risk of institutionalization and are not eligible for the FCF program as set out in St. 2004, c.290, Line Item 4000-8200. Of all persons eligible for this priority, for units that incorporate special design features, preference shall be given to those persons with a documented need for the special design features. Eligibility for first priority will be documented by a Massachusetts Rehabilitation Commission (MRC)-approved entity.
- **Second Priority:** All persons with disabilities living in institutions or at risk of institutionalization.
- **Third Priority:** All persons with disabilities.

Local Preference- 28 Units at 60% AMI

Local preference only applies to initial occupancy and does not apply to units with project-based subsidy. To be eligible for this preference, applicants must have at least one household member currently:

- Legally residing in the Town of Westminster.
- Employed by the Town of Westminster.
- Employed by a company or organization located in the town of Westminster.
- Have a child enrolled in the municipality's schools.

Applicants that qualify for local preference can qualify for subsidized units but only through the general pool (see information about lottery pools in next section). To comply with Executive Office of Housing and Livable Communities (EOHLC) regulations, the local preference pool must be equal to or exceed the percentage of minority households in the local census tract.

VII. Westminster Senior Residences Lottery Pools

Two Section 8 subsidized units are set aside for the Facilities Consolidated Fund (FCF) and are not included in the lottery. These units will assigned through a closed referral process by the Massachusetts Department of Mental Health or the Massachusetts Department of Social Services.

The initial lottery will include applicants applying for two pools of available units.

1) General Pool- 20 Units. All lottery applicants will be assigned to the general lottery pool. Units include:

- 3 CBH Section 8 subsidized units, max income at 30% AMI.
- 2 MRVP subsidized units selected from the general pool max income at 30% AMI.
- 3 Section 8 subsidized units will be selected from the general pool max income at 30% AMI.
- 12 60%AMI units plus any remaining 60% AMI units not filled from the local preference pool will be selected from the general pool.

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2) Local Preference Pool – (28 Units)

To be eligible for this preference, applicants must have at least one household member meeting one of these requirements.

- Legally residing in the Town of Westminster,
- Employee of the Town of Westminster or employed by a company or organization located in the town of Westminster.
- Have a child enrolled in the Westminster school system.

Applicants who are eligible for local preference units will be offered the units based on their general lottery number with priority given to those in need of accessible units. All applicants in the local preference pool will also be on the general pool list.

Those applicants eligible for the Local Preference can only be eligible for the subsidized MRVP and Section 8 units if they are selected from the general pool list. The 28 local preference units must qualify for the 60% AMI units to be eligible for the preference.

WESTMINSTER SENIOR RESIDENCES INCOME LIMITS AND RENTS

# OF UNITS	UNIT SIZE	AREA MEDIAN INCOME (AMI)	1 PERSON	2 PERSON	MONTHLY TENANT RENT*
3	1 BR CBH Sec. 8	30%	\$24,500	\$28,500	30% of income
2	1 BR MRVP	30%*	\$24,500	\$28,500	30% of income
3	1 BR Sec. 8	30%	24,500	\$28,500	30% of Income
40	1 BR	60%	\$49,020	\$55,980	\$1,312*

Rents include heating/cooling, electric, hot water, trash and water/sewer. Residents are responsible for phone/internet/cable.

For more information, or if you or a family member has a disability or limited English proficiency, and as a result need assistance completing the application, and/or require any assistance during the application process, please call 617-209-5453 / US Relay #711.
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