

Newburyport Affordable Housing Trust
Meeting Minutes

<u>Meeting Date:</u>	Thursday, April 23, 2015
<u>Meeting Location:</u>	Mayor's Conference Room, City Hall
<u>Members in Attendance:</u>	Madeline Nash, Karen Wiener, Mayor Holaday, Susanne Cameron
<u>Members Absent:</u>	Judy Tymon
<u>Staff Present:</u>	Kate Newhall-Smith, Planner
<u>Minutes Taker:</u>	Kate Newhall-Smith

Mayor Holaday called the meeting to order at 6:35 p.m.

Approval of Minutes:

The draft minutes from the January 14th, and February 5th meetings were voted on as follows:

- January 14th – Mayor Motion to Approve, Seconded by Wiener, All in Favor (voting members: Wiener and Holaday)
- February 5th – Wiener Motion to Approve, Seconded by Nash, All in Favor (voting members: Nash and Wiener)

Discussion: CPA Application Presentation: The Trust is scheduled to present its application to the Community Preservation Committee on April 28th. Wiener states that she will likely be able to present although she may have another commitment that evening. Both Wiener and Smith will reach out to the other Trust members to ask if they can attend the meeting.

The Mayor states that she is happy to submit a letter of support for this application. Smith will draft one for her review and signature.

Nash states that last year she used information found in the housing plan in her presentation. She suggests highlighting how expensive affordable housing is to create.

Mayor mentions her presentation to Pennies for Poverty and suggests using some of the data in it during the CPC presentation. Smith states that she can put together a hand out for the CPC using info from the presentation and from the housing plan.

Smith will email the Trust to remind everyone of the presentation and will try to get a draft handout out to the group before the weekend.

Discussion: Master Plan Draft Housing Chapter: Nash asks about data on condo conversions? She suggests taking the residential properties by land use and looking at a different period of time to show change. Smith will look into this and add the data to the draft chapter.

Wiener will send Kate her edits. She asks about housing choices and how they must complement and enhance neighborhoods. Smith states that the draft chapter has a goal focused on ensuring that the existing character of the neighborhood is preserved in terms of size, scale and massing.

Nash mentions the housing production bill proposed at the state; it includes a mandate that all cities and towns must have an area that is zoned to allow multi-family residential development by-right. She is not necessarily suggesting that the Master Plan includes this, but it's an interesting idea to discuss.

The Mayor suggests tying this idea into the zoning rewrite project.

Updates:

Newburyport Affordable Housing Trust

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- a. 40R Regulations: Next meeting is on May 6th. Smith states that there has not been a lot of public discussion/opposition as of yet. The Mayor believes that the City Council will vote to adopt the district. There will be another public hearing as soon as the state sends its comments on the proposed ordinance to the City. The Mayor also states that an RFP for the sewer lift station improvements is almost ready to go out on the street.
- b. Zoning Rewrite Project: There was a joint meeting on April 2nd with the Zoning Board of Appeals and the Planning Board as well as some member of the City Council. It was the first of many public meetings that will be held for this project. Smith will ask the consultant to attend a future Trust meeting to discuss how affordable housing can be incorporated into the rewrite.

Nash asks if the consultant will be looking at the Waterfront West Overlay District. Smith will review the scope of services to determine if the review of the district is the purview of the consultant or the city.

- c. Housing Resales:
 - Foundry: The two units that went to full market rate have not yet sold. If/when they sell, the City will receive a portion of the profit. Smith will review the deed rider for the formula that will dictate how much money the City is entitled to receive. The State and possibly HOME will also receive a portion of the profits from the sales.
 - Maritime Landing: Smith states that an owner of a unit called asking about how to sell his affordable unit. She gave him the information sheet and directed him to contact CHAPA.
 - Heritage Landing: Smith states that the closing is scheduled for May 1. Nash and Wiener suggest sending the new owner a gift basket welcoming her and letting her know that if she has questions about her deed rider or her affordable unit she can call the Trust. Wiener states that there was a letter from the Mayor that the Trust used to send out to new owners. Smith will look for this letter on the server. Smith will look into the rules regarding spending funds from the Trust to determine if some funds may be used to buy items for a welcome basket.
 - Hillside Center for Sustainable Living: Nash and Wiener suggest inviting David Hall in to the Trust as soon as the rezoning issue is settled. There may be an opportunity for the Trust to collaborate with him to encourage the creation of affordable units.
- d. Fund Balance: Smith states that she has requested a check for the Heritage Landing unit as agreed upon between the Trust and the developer. She will hold the check in the office until the closing has successfully occurred with the recording of the deed rider.

Next Meeting

The next meeting is scheduled for Thursday, May 7th. Smith will be out of town. Nash and Wiener are only available to meet on May 21st. Smith will send out a notice to the other members.

Nash motions to adjourn, seconded by Wiener. All in favor.

Meeting adjourns at 7:30 p.m.