

Newburyport Affordable Housing Trust
Meeting Minutes

Meeting Date: Thursday, April 26, 2018
Meeting Location: Mayor's Conference Room, City Hall
Members in Attendance: Judy Tymon, Chair, Susanne Cameron, Karen Wiener
Members Absent: Mayor Holaday, Madeline Nash
Others Present:
Minutes Taker: Karen Wiener

Tymon calls the meeting to order at 6:35 p.m.

Discussion: Condominium Conversion Ordinance

The Trust discusses what role they could play in monitoring/enforcing the current condo conversion ordinance in the City ordinances. The group is unclear as to how to ensure that the City and/or Trust knows that a conversion is taking place before it's too late to inform tenants.

There is a possible role for the Trust in tracking the conversions so that there is data regarding the loss of rental units and to possibly use this information as a way to negotiate some affordability.

The Trust recommends requesting an inventory of all 4+ unit apartment buildings in the City from the Assessor's Office. Using this list, the Trust can send notice to owners that state the condo conversion regulations and what needs to happen should an owner wish to convert rentals to condos.

Discussion: Housing Production Plan

The Trust appreciates the hard work and effort MVPC put into creating the updated HPP, however the group feels that it needs to be significantly reworked to serve as Newburyport's HPP. The group feels that there is too strong of an influence on comparing the City to region, rather than focusing on Newburyport itself. There was a lot of good data collected, but there are also subjective comments sprinkled throughout the plan that seem to defeat the purpose and are not accurate.

The Trust would like to take the data along with a lot of the information presented in the draft plan and rewrite/reorganize it to fit the City's needs. The Trust members agree to work on editing in track changes mode so MVPC can see the changes. The majority of the editing will involve taking out references to the region and subjective language and moving much of the information to appendices. Additionally, the Trust would like to write a strong Executive Summary that could be a few, standalone pages. The final task will be to rewrite the boiler plate strategies and action plan to apply to Newburyport.

Editing suggestions include:

- Lead with a strong housing-focused Executive Summary – TBF Report Card is a good example of how to do an Executive Summary that lists the data findings
- The Executive Summary should be followed by a brief section on demographics – remove the abundance of details and subjective analysis
- Follow this by speaking to local housing conditions

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- Do not compare Newburyport to the region throughout the plan; compare current Newburyport to the city stats from the last plan.
- Move the key definitions to the end of the document
- Keep the focus local, salient data up front, subjective comments removed
- Action plan needs to be realistic, chart on page 48 needs to be reworked.
- Suggested strategies are cookie cutter/boiler plate
- Production – of course we do numbers 1 and 2, number 5 doesn't apply b/c we don't have septic or abandoned structures.
- Make actions very specific
- Rewrite Chapter 5 – look at what is in the previous plan and adapt/update.

Approval of Minutes

Cameron motions to approve the minutes of March 15, 2018, seconded by Tymon. All in favor.

Meeting adjourned at 7:30 p.m.