

Newburyport Affordable Housing Trust
Meeting Minutes

Meeting Date: Thursday, June 16, 2016
Meeting Location: Mayor's Conference Room, City Hall
Members in Attendance: Madeline Nash, Judy Tymon, Karen Wiener,
Members Absent: Mayor Holaday, Susanne Cameron
Staff Present: Kate Newhall-Smith, Planner
Minutes Taker: Kate Newhall-Smith
Other's Present:

Tymon called the meeting to order at 6:30 p.m.

Discussion: Craig Pessina, Chart House Development, LLC

Mr. Pessina discusses the project status for his marina project. He offers \$100,000 to the Trust for creation of affordable housing.

Wiener appreciates offer but believes the amount is low compared to what it would cost to build a unit. Tymon agrees and believes that Mr. Pessina needs to provide an affordable unit within the proposed development or off-site.

Pessina states that the money could provide incentives for other developers to build units in their projects much like he did at his Heritage Landing development.

Nash states that the Trust would like to see a high quality, desirable affordable unit for families or small households.

Tymon would like a financial contribution that would allow the Trust to buy a unit in the absence of Mr. Pessina providing one.

Pessina discusses his single family home in the South End as a possible affordable unit.

The Trust is looking forward to meeting with Mr. Pessina in the future to continue this discussion.

YWCA Request for Funding

Mr. Feehan presents his request for \$26,000 from the Trust Fund to repaint the women's residence at 13 Market Street.

He states that the rents at this address are affordable because of donations and grants for capital improvements; however some deferred maintenance has occurred in the interest of keeping rents low. Recent improvements focused on interior renovations; it is now time to improve the façade. This proposal includes fixing clapboards, fixing and painting shutters and painting the entire structure.

Nash asks about the quote and if Mr. Feehan sought multiple bids. Mr. Feehan responds that this was not the cheapest quote, but the others' were not as comprehensive in terms of repairing façade features and the companies were not as reputable.

Nash asks about using the city's HOME funds for this project. Mr. Feehan states that all of the paperwork associated with using the HOME funds would have to be completed and there would need to be ongoing monitoring of the property. Mr. Feehan believes that the amount of available funding is too small to warrant the time and expense associated with the process of using HOME funds for an independent project.

Nash questions if there are other ways to fund this project.

Newburyport Affordable Housing Trust

June 16, 2016

Wiener does not want to set a precedent of using the Trust Fund for maintenance projects. She asks if there is Housing Reserve CPA money that could be used.

The Trust advises Mr. Feehan to seek funding from the CPC for this project. If the CPC is unable to recommend appropriating funds for it, then the Trust will revisit this request.

Trust Updates:

- a. Housing Resales:
 - Foundry: There are no affordable units currently for sale.
 - Maritime Landing: There are no affordable units currently for sale.
 - Towle: The project attorney contacted the Planning Office on May 18th regarding the preferred form for the deed rider. Smith gave her the Universal Deed Rider and also a few names of lottery agents that have done work in Newburyport.
- b. Fund Balance: There have been no significant expenditures in the weeks since the last Trust meeting.
- c. HOME Funds: The City has \$25,804 in HOME funds that must be distributed or committed before June 30th. Smith has discussed process with Lisa Greene from HOME. The funds must either be spent or committed by June 30th.

In speaking with John Feehan, that amount of available funds is so small that it's not economically worth it to apply the funds to a new project due to the amount of paperwork and legal fees necessary to use the funds. However, the funds could potentially be committed to a project that is already receiving HOME funds – like the YWCA's Salisbury project. While the funding will not physically remain within Newburyport's borders, it will serve a local organization and will help to house the regional population. DHCD is expected to make its funding decisions in the coming weeks. If the Salisbury project is funded by DHCD, then HOME will fund \$250,000 and Newburyport can add its HOME allocation to the project.

The Trust has several questions:

- Can HOME funds be used for the same project/property year after year without having to do the same paperwork each year?
- What are the time constraints to use the HOME funds once they are committed?
- Can the funds be used for pre-development expenses?
- HOME funds were used at 11 Market Street, would a new environmental review be needed if the YWCA wanted to use the funds at this location?

Wiener makes a motion to allow the commitment of Newburyport's HOME allocation in the amount of \$25,804 to projects in the greater Newburyport region, specifically the YWCA's Salisbury project. Nash seconds. All in favor (Wiener, Nash and Tymon).

Planning Office Updates

- a. Hillside Center: This project is still in the engineering phase since the City's peer reviewer found several issues with the stormwater management plans. The applicant requested continuances at both the ZBA and

Newburyport Affordable Housing Trust

June 16, 2016

the Planning Board with the hearing dates being July 12th and July 20th, respectively. Additionally, the CPC will be deliberating on the YWCA's request for grant funding for the 10-unit lodging house on July 26th.

- b. Brown School: The Mayor's new Chief Administrative Officer, Patricia Moore, will be working on this. In the past, Director Port stated that the RFP will likely seek a developer who will renovate the structure to be used for: market rate and/or affordable housing, artist live/work or artist studio space while keeping Youth Services in a portion of the building.
- c. Minco's 40R Project: The Planning Board granted approval of the project on May 18th. Abutters filed an appeal.
- d. Zoning Rewrite Project: The Zoning Advisory Committee (ZAC) has been relatively quiet throughout the winter due to other capital projects requiring a significant investment of time. Director Port is hoping to work on the dimensional table next while also bringing drafts of the use table and zoning map changes to the Planning Board and Planning & Development Committee for initial feedback.
- e. Master Plan Update: Community Opportunities Group (COG) has been churning out edited chapters. Next steps include bringing chapters to the Steering Committee for review and then rolling out a full draft of the Plan to the public to solicit input.

Approval of Minutes

Wiener makes a motion to approve the minutes of May 19th as presented, Nash seconds. All in favor.

Next Meeting

The Trust is next scheduled to meet on Thursday, July 21st. Smith will look for a room in City Hall rather than meeting at the Senior Center.

Tymon makes a motion to adjourn, seconded by Wiener. All in favor.

Meeting adjourns at 8:15 p.m.