

Newburyport Affordable Housing Trust  
Meeting Minutes

Meeting Date: Friday, June 28, 2013  
Meeting Location: Mayor's Office, City Hall  
Members in Attendance: Judy Tymon, Chair, Mayor Holaday, Karen Wiener, Susanne Cameron and Madeline Nash  
Members Absent:  
Staff Present: Kate Newhall-Smith, Planner  
Others Present:  
Minutes Taker: Kate Newhall-Smith

Tymon called the meeting to order at 8:30 a.m.

**Discussion: Brown School Feasibility Study Information Session**

The goal for this discussion is to discuss next/best steps for the Brown School re-use project/feasibility study.

Mayor recaps the neighborhood meeting for the other members.

Wiener states that she has spoken to several neighbors who have said that affordable housing at the Brown School would not be an issue, but you never know how attitudes may change over time or in public versus private conversations.

The Trust discusses types of housing, income levels and mixed uses on the site, e.g. park land, parking space, housing, etc.

Nash states that this project is good for the Trust to take on, which may reduce some of the political nature of it and make it a "Trust Project" rather than a "City Project."

Wiener wants to ensure that the Trust does not lose its credibility (in the eyes of the public) if it takes the lead on this.

Tymon states that the Housing Production Plan can be used as guidance. Cameron agrees and states that the process they went through for the HPP will be the same public process they go through for this RFI.

Nash asks the Mayor about the plans to construct a playground at Brown. The Mayor responds that the plans are to add a few temporary structures for the very young children, which will remain there as funds are raised for a more permanent playground in the future.

Nash asks about the Kelley School. Mayor states that the City will probably have to sell it since the estimated costs involved with repointing the brick exterior and the mandatory ADA upgrades will be significant. There is currently a request for a transfer of cash to fund a feasibility study on the Kelley.

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Nash suggests packaging the Brown School and the Kelley School together in the RFI. This could make the funding process more efficient.

Nash states that the State does not favor senior housing and is not anxious to fund it. The State will also look to see if there are any family affordable housing projects that have broken ground in Newburyport within the last three years before dedicating funding toward senior housing.

Wiener agrees and states that the State is trying to de-emphasize senior affordable housing.

Nash states that the State will look at a developer's acquisition costs when he/she requests state funds for the project. If the City is looking to make a profit on the sale, this could impede a developer obtaining state subsidies to create the affordable units.

Cameron suggests looking into artist live/work space at the Brown, which will be affordable and will create an economic generator if there is gallery/display space for the residents. The other Trust members like this idea and believe that the neighborhood would be more in favor of this type of housing over the more traditional affordable housing.

Smith agrees to draft an RFI and send it out to members for their review before the July meeting.

**Update: ROOF Agreement**

Smith drafted a second version of the loan document for the Trust to review. The members have no edits. Smith will send the draft to Kerri Perry for her review and coordinate signatures so that ROOF can record the document at the Registry.

**Update: VI-C Special Permit Zoning Amendment**

Smith gives a quick update regarding the Planning Board's reaction to the proposed language. She also discusses the timing of bringing an amendment forward to the Council, which can be tricky during an election season.

The Mayor states that she has a meeting with Andy and Geordie on Monday and will bring this topic up to find out Andy's thoughts on moving forward with this.

**Update: MOU with CHAPA**

Smith reviews the major changes in the MOU and that the contract will be in effect for the next twelve months. The Trust is in support of these changes; Tymon signs the documents.

**Update on Fund Balance**

Smith describes the situation regarding the MLS-listing for Foundry Unit 16 and asks the Board to consider a vote to authorize the expenditure of an additional \$500 to re-list the unit.

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Cameron suggests contacting a realtor and asking for a pro-bono staging and photographing of the unit to put on the MLS.

Mayor suggests contacting the owner and stating that the City will pay to re-list the unit, but only if she provides interior photographs. If the staging and subsequent photography happens, then we can substitute the “nicer” photos for the ones provided by the owner, if necessary.

Smith will call the owner and let her know the Trust’s decision.

Cameron: Motion to approve \$500 to re-list Foundry unit #16 with the condition that the owner provide interior photographs to the City prior to contracting with our listing agent, seconded by Mayor. Motion carries 5-0.

Smith discusses the YWCA’s request for reimbursement in the amount of \$15,000. She asks if the Trust would like to review similar requests in the future or if they would like her to handle these administratively.

Nash expresses some concern regarding an issue with a different project that was awarded CPA funding. Mayor believes that the project was an anomaly and that handling reimbursement requests through the Planning Office will be sufficient. The others agree. Smith states that she will process the reimbursement request and will handle future ones.

The Mayor leaves the meeting at 9:35 a.m. to attend another commitment.

#### **Approval of Minutes**

The draft minutes for May 30<sup>th</sup> were presented. Tymon: motion to approve as presented, seconded by Nash, carried 3-0 (Cameron abstaining).

#### **Adjournment**

Tymon makes a motion to adjourn, seconded by Wiener. Motion carried 4-0.

Meeting adjourns at 9:45 a.m.