

Newburyport Affordable Housing Trust
Meeting Minutes

Meeting Date: Thursday, July 12, 2018
Meeting Location: First Floor Conference Room, City Hall
Members in Attendance: Susanne Cameron, Karen Wiener, Madeline Nash
Members Absent: Judy Tymon, Chair, Mayor Holaday
Others Present:
Minutes Taker: Kate Newhall-Smith

Wiener calls the meeting to order at 6:30 p.m.

Discussion: Veterans Northeast Outreach Center (VNOC)

John Ratka, Executive Director of the Veterans Northeast Outreach Center, will be seeking funding from the Affordable Housing Trust to assist with acquisition costs for the purchase of five condos currently owned by Turning Point and managed by VNOC.

Mr. Ratka reviews the work the VNOC has done in both the community and the region. He describes the funding structures for the organization and the rental assistance his tenants receive.

Mr. Ratka states that VNOC will be purchasing the condos for \$125,000 each and is requesting \$100,000 from the Trust for acquisition costs. Four of the five units have been rehabbed and upgraded; the fifth unit currently has a tenant so it has not yet been upgraded. Although funding from the Trust will go directly toward acquisition. He has an accepted offer but no P&S yet.

The Trust members discuss listing the units on the SHI and how this is a priority for the City. Mr. Ratka is in favor of listing the units. Smith questions how to get the units listed as efficiently as possible. She will reach out to DHCD for advice.

Members would like to see the final P&S as well as a commitment letter from the funding source and will then meet to discuss Mr. Ratka's funding request. He will gather these documents and forward them to Smith who will then coordinate a meeting.

Discussion: Accessory Dwelling Unit Ordinance

As part of the Office's zoning rewrite initiative Smith has drafted an Accessory Dwelling Unit ordinance to replace the City's In-Law ordinance. While this zoning does not create units that will be listed on the SHI, it will create smaller units that can go on the rental market and due to their size will likely naturally be more affordable than other rentals.

Members do not have any specific comments at this time. Smith will carry this agenda item forward so that Tymon may participate in the discussion.

Update: Housing Production Plan

Smith incorporated Trust comments and edits into the draft and Executive Summary and sent the documents to Karen Conard at MVPC. She emailed back and said that she would review the edits the week of the 4th and be in touch.

Approval of Minutes

- May 24, 2018: Voting members are Cameron, Wiener, Nash. Wiener makes a motion to approve, seconded by Cameron. All in favor.
- June 11, 2018: All members are eligible to vote. Wiener makes a motion to approve, seconded by Cameron. All in favor.

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Next Meeting

Members decide to cancel the August meeting and agree to meet on an as-needed basis should a time-sensitive matter arise before the September meeting.

Meeting adjourned at 7:45 p.m.