



*Proposal for the  
Adaptive Re-Use of  
The Brown School Building*

*Presented by  
The YWCA Greater Newburyport*

*In partnership with L.D. Russo, Inc.*

*May 18, 2017*

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May 18, 2017

**ANDREW R. PORT, AICP DIRECTOR OF PLANNING AND DEVELOPMENT**  
Office of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

ATTN: Proposal for Adaptive Reuse of Brown School Building

Dear Mr. Port and members of the review and selection committee:

The YWCA appreciates the opportunity to submit this application to develop the Brown School as affordable senior housing.

The YWCA was founded in 1883 and began providing affordable housing in Newburyport in 1885. The YWCA Women's Residence opened in 1890 and has been used as affordable housing ever since making the YWCA the city's premier affordable housing provider.

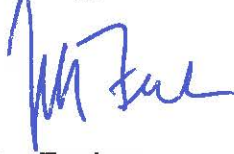
The YWCA a 501 (c)(3) tax exempt charitable organized in Massachusetts will serve as the sponsor of this project. The YWCA will work with L.D. Russo who will serve as the developer. The YWCA will manage the property once developed.

The attached proposal contains a comprehensive response to the RFP issued by the City and we hope will make a strong case for our vision of the best and highest use for the Brown School. Our intention is to preserve the Brown School with a use that serves the community, benefits the neighborhood, and is financially viable for the long term.

In addition to the ideas we bring to this project, we have put together an experienced and expert team that is capable of bringing these ideas to fruition. The YWCA has over 130 years of experience managing affordable housing in Newburyport. Our Board lives and works in this community. Our development partner has the financial reserve to ensure that this project is completed successfully. Both the YWCA and L.D. Russo have a successful track record with the state in obtaining funding for affordable housing projects.

We sincerely hope that you will favorably consider our application to develop the Brown School. We look forward to hearing your recommendation. If you have any questions, please feel free to contact me.

Sincerely,



John Feehan  
Executive Director  
YWCA Greater Newburyport

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## INTRODUCTION

### **Newburyport's Opportunity**

The Brown School represents a unique opportunity for the City to make a meaningful addition to its affordable housing resources.

There are only a handful of properties left in Newburyport that would allow a significant multifamily development, and as we have seen time and time again, the lure of condominiums and market rate development is so strong that affordable housing will never be more than an obligatory component to a market rate project. This approach alone is not capable of achieving the City's affordable housing goals nor does it address the needs of low and moderate income households (such as seniors on fixed incomes).

The Brown School may represent one of the last municipally controlled properties where a significant number of affordable units can be created in the City. The creation of affordable housing helps reduce the number of Newburyport residents forced out of the City due to rising costs, builds diverse communities, sustains culture, and fulfills one of the most important roles of government in ensuring that people have an opportunity to make a dignified home in our community.

### **Local Matters**

With our proposal, the City and neighborhood will know that the developer and development team have local interests at heart. This is a critical distinction when bringing a change to a close knit residential neighborhood like the South End.

The YWCA has provided affordable housing in Newburyport for over 130 years. Our organization is an integral part of Newburyport's communities, and we have a sustained commitment to the City. Many of our Board members and supporters are South End residents. Our development team also has strong Newburyport ties. Nat Coughlin, the Executive in charge for our development partner L.D. Russo, Dan Barton of Mangel Architects, and Lisa Mead, our zoning attorney are all South End residents.

Our leadership team has a long term commitment to the health and well-being of the South End and the City of Newburyport. We will be available to interact with the community, talk with local leaders and influencers, and engage our many community supporters as ambassadors for the project.

Our knowledge of local resources will be vital to the success of seniors living at the Brown School as we connect individuals to community resources such as religious institutions, fraternal groups and social service agencies.

The program we propose for the Brown School is valuable to the community, will be an asset for the neighborhood, and can be designed and constructed in a responsible manner. We know we can integrate affordable housing into a historic Newburyport neighborhood, because that is what we have done on Market Street. We know it matters because we live here too.

## The Need

The City of Newburyport has been unambiguous as to the importance of creating affordable housing, rental housing, and housing for seniors. In fact, these needs are clearly defined in the March 2103 Housing Production Plan for the City of Newburyport:

- The first priority in the Housing Production Plan is rental housing for individuals. While this priority includes a wide range of needs, it also encompasses older adults.
- The plan notes the need housing that incorporates supportive services to help special needs tenants succeed. It has been our experience that households who have incomes below 30% of the area median need supportive services to maintain their housing.
- The report concludes that to achieve its 10% affordable housing goal based on the priorities established, the city would need to produce 15 units of rental housing for individuals and 15 units of rental housing for families *annually*.

Both within that report and from outside sources, there are clear indications that affordable senior housing would address trends that are particularly pronounced in Newburyport.

Consider:

- Newburyport's population is older when compared to Essex County and Massachusetts, and those over 55 years of age represent one third of Newburyport's population compared to 27% and 26% respectively.
- The number of people over the age of 65 years of age who live below the Federal Poverty line has increased in Newburyport from 6.9% in 1999 to 7.7% in 2010 (the Federal Poverty level represents a significantly lower income, \$11,700 for an individual compared to the 30% AMI level, \$20,000).
- At the same time, the amount of rental stock in Newburyport is declining with the loss of 292 units which represented a decline from 38% of housing units to 28.5% of housing units.

Will affordable senior apartments be in demand?

- The Associate Executive Director of the Elder Services of the Merrimack Valley has indicated a strong need for affordable senior housing in Newburyport both for individuals and couples.
- The Massachusetts Housing Data Portal (MHDP) projects the number of seniors in Newburyport to grow by 2,700 individuals by 2030, representing an astonishing 93% increase
- For Newburyport households at or below 30% of the Area Median, 74% pay more than 30% of their income towards housing which means that they are cost burdened by housing. For households over the age of 65 in Newburyport, 26% are cost burdened (regardless of income level).
- The Newburyport Housing Authority currently has a waitlist of 445 applicants which represents a three to five year wait for affordable housing.

## **MEETING THE NEED- THE BROWN SCHOOL APARTMENTS**

### ***The Program***

The YWCA Greater Newburyport proposes to convert the Brown School into 27 to 29 affordable senior apartments. In evaluating the space, the architectural options, and the need as defined in the introduction above, we believe this represents the highest and best use for the repurposed facility. The development of Affordable Senior Housing will incorporate supportive services, and since almost half of the population over the age of 65 are single individuals, our proposal will focus on smaller units suitable for one or two people. As the senior population in Newburyport continues to trend dramatically upward, and the number of rent burdened seniors locally and regionally continues to grow, this program will provide a valuable asset to the community to tackle unmet need.

Senior apartments allow an efficient use of space and will work well within the existing structure. These residences will be an appropriate addition to the neighborhood. Both the James Steam Mill and the Sullivan Building have long been established in the South End community as affordable senior housing facilities. The new Brown School apartments will have many fewer units than either of those facilities, and the 4-5 year waiting list for the Sullivan building indicates that there is substantial demand for these units. Affordable Senior apartments have lower parking need than market rate or family housing and will add no additional burden on the School district.

It is our intention to serve a minimum of ten households whose income is below 30% of the area median with the remainder serving households whose income falls below 60% area median. No units will serve incomes above 60% of the area median nor do we propose market rate units. The program will include a binding commitment to long term affordability. Because the YWCA will seek Low Income Housing Tax Credits to develop this property, the property will contribute property tax to the city.

A market study and discussion with stakeholders will lead to a determination of the final unit count. The 27 unit model shown on the attached architectural plans includes 6 two-bedroom units, 1 Studio, and 20 one-bedroom units. A 29 unit model would deduct 3 of the two bedrooms and replace them with 5 one bedrooms by having the 2<sup>nd</sup> and 3<sup>rd</sup> floor layouts match.

### ***The Architecture***

The Brown school fills a unique architectural space in the community, due both to its historic design and the emotional attachment so many Newburyport residents have with this school where they or their children have had such great experiences. The YWCA has developed several historic properties. The 11 Market Street Apartments received an award from the Newburyport Preservation Trust for that project. Dan Barton, the architect for the Brown School proposal, spent over a 15 years serving as the Chair of the Historic Commission in historic Groton, MA before moving to Newburyport, and he is an expert in working in unique historical structures.



Our architectural intention is to preserve and honor the existing structure and use this project as an opportunity to reinvigorate the Brown school for many years to come. We anticipate investing roughly \$6 Million dollars into project construction. This proposal will involve a major investment in the property, including complete renovation of the interior of the school into apartments, significant renovation and upgrade of the exterior envelope, and a transformation of the site with new onsite parking and renovated landscape and finishes.

The historic façade of the Brown School and the street facing exterior elevations will be generally preserved with limited architectural revisions. Behind the school, a single story infill addition will create a lobby and common space and the main entry for residents.

Please note that the proposed community room and parking layouts suggest a limited additional space beyond the demarcation line on the Winter Street Architect's site plan. We believe this improves the project to do so, but welcome discussion of this proposed modification.

### ***The Finances***

Affordable housing requires creative financing tools in order to allow a project to be successful and sustainable while maintaining rents which are below market rate. An important vehicle that enables these projects to move forward is the awarding of Low Income Housing Tax Credits issued by the Commonwealth, through DHCD, which are then syndicated to create funding for the project development.

In addition to the tax credits, grants and additional funding through state and local sources, the project will have a traditional mortgage through a bank. The Institution for Savings was involved in our projects at 11 Market Street and are likely to be part of our pending project in Salisbury, and we anticipate their interest in supporting the Brown School Apartments. Additionally, partners from previous projects have expressed interest in the syndication portion of the funding process.

Funding through the state is completed through the award of tax credits and/or funding from other State DHCD programs, which have been holding one round of applications/year. Applications generally require two rounds to receive funding.

### ***Zoning and parking relief***

We propose to have 37 spaces to serve the apartments. With 27-29 apartments, this would provide 1.25 spaces per apartment. We believe this will adequately serve the parking needs of our residents. The bulk of the units are 1 Bedroom or studio. Elderly residents and affordable housing residents are both much less likely to have a second car (or even a first) than wealthier residents or families. 1.25 spaces per apartment is more dedicated parking than are provided per unit at either the James Steam Mill or Sullivan building with similar uses. Our project does not require any new curb cuts. We will require no dedicated street parking.

Though the property is in an R-3 district, the density, lot coverage, and parking requirements of this project do not fit within the current R-3 zoning.



Upon selection of our proposal by the City, we will involve Lisa Mead, a South End resident herself, as our attorney to define specific zoning requirements and shepherd this project through the zoning and permitting process.

### ***Timeline***

May 2017- RFP response

June 2017- City selection of preferred development program

September 2017 (or 90 days after selection)- City and YWCA enter into lease or purchase and sale agreement that will define terms and timeline of commitments and establish path to site control.

December 2017- Zoning and planning applications.

February 2018- First funding One Stop application to DHCD

June 2018- DHCD awards announced. If selected, move towards closing. It is rare for projects to be selected on the first application.

February 2019- Anticipated Second funding round application

Spring/Summer 2019- DHCD awards announced. Begin planning for closing.

Winter 2019- Closing (if purchase) or establishment of site control and commencement of lease, followed immediately by construction start.

Winter 2020- Construction complete. Occupancy/rent up period

Spring 2021- Fully leased.

Note, the City can continue to have full use of the School property until the funding closing and associated transactions that would allow the construction start. On this schedule that is anticipated in late 2019.

### ***Newburyport Youth Services building and programs***

Regarding the adjacent Gymnasium and space that will remain with the City and Newburyport Youth Services, it is unclear the extent to which a respondent would be able to directly assist the city in improving the space utilized by NYS beyond the initial lease payment. Anticipated funding sources for developing affordable housing are mandated to focus directly on facilities serving the housing and controlled by the development entity. We don't believe it would be feasible to directly fund building improvements which are not part of the affordable housing facility.

The YWCA is willing to work with the city to explore the manner in which it might more fully assist the city in its goal to preserve and improve the facility and programming for the NYS. It is worth noting that the YWCA has a strong working history with the Newburyport Youth Services. We believe that the YWCA's development and NYS will be good neighbors and will find numerous and meaningful programmatic opportunities with this new development to allow both organizations to extend their missions in partnership.

## City of Newburyport's Stated Goals for Reuse of the Property

The City has proposed several priorities for this RFP, which we address below and elsewhere in this proposal:

- A. *Financial benefit to the City, including proposed purchase or lease price.* The City has indicated a preference to lease the building. As can be seen in the financial proposal attached to this submission, the YWCA has made a proposal for a lease. However, we are open to purchase and in fact believe there are some advantages to both the City and the project if a purchase were contemplated. We look forward to discussion around this question. We have attempted to make a meaningful financial offer that will work within the confines of the funding and operational requirements of affordable housing. It is worth noting:
  - a. Development by the YWCA and through the LIHTC program can be done without being subject to prevailing wage and with numerous efficiencies as we work with experienced development partners. We can create new affordable housing for much less cost than the Housing Authority or City could do on its own.
  - b. In order to create this many affordable units on its own, the City would need to purchase or set aside another significant property, and there are not many such opportunities remaining.
  - c. To create this many units for low/moderate income residents through 40b or 40r zoning would require the city to approve at least 115 new units in multi-family projects, with the related challenges that those large developments can bring for the City, services, and schools. Incorporation of this project into the City's affordable housing plan will allow the City more discretion in considering other projects and may insulate the City from pressure to approve large projects in order to meet affordable housing creation obligations.
- B. *Newburyport Youth Center.* As noted previously, we believe laws regarding public procurement may limit the extent of direct assistance towards construction on the City owned and controlled property. However, the YWCA has a long history of working with Newburyport Youth Services and we are open to a discussion on where how this project could create benefits for the adjacent space.
- C. *Creation of New Affordable Housing units.* This project will be 100% affordable housing units with long term deed restrictions. The units will provide a range of affordability levels to serve a broad range of potential residents. We believe the creation of these units directly ties to the City's stated planning and development goals and is a unique opportunity to provide a meaningful addition to the City's affordable housing stock. As noted in section A above, this is the City's best opportunity to create this many affordable units
- D. *Creative redevelopment and green building techniques and materials:* In addition to the apartments themselves, the Brown School Apartments will provide multiple paths to leverage ancillary benefits for the residents and the community, including:

- a. Community space and kitchen allowing residents to congregate and create a social community, as well as a space for services and programs to engage with the residents.
- b. Supportive services for residents to better serve the low income elderly community and reduce the burden on supportive programs elsewhere.
- c. Partnerships with Elder Services programs locally and regionally
- d. Health and wellness benefits as residents are invited to participate in the YWCA's fitness facilities at a deeply discounted rate. This encourages both resident wellness and active participation in the larger community
- e. Program and mutually beneficial arrangements with the Newburyport Youth Services to find appropriate and meaningful ways to capitalize on the proximity of the residents and the NYS programs.
- f. Green construction methods will be leverage with a full envelope upgrade to meet and exceed Energy Star requirements and energy codes. Highly efficient lighting heating and cooling, efficient electric traction elevators, LED lighting and efficient windows and exterior entries will all be incorporated. If possible, the project may include a solar component.

*E. Reuse of the building and site which is compatible with the surrounding neighborhood and the Newburyport Youth Center:* The YWCA has been part of the Newburyport community fabric for over 130 years and is committed to being a good neighbor and becoming an asset to the South End community. As noted elsewhere in this proposal, our intent is to preserve and stabilize the Historic Brown School in a way that capitalizes on the existing architectural space filled by this beloved structure. The main entrance and community space will be added behind the school, preserving the street level facades and quiet neighborhood streets. Resident parking is offstreet. The exterior spaces will be beautified with plantings and open spaces.



**Evaluation Criteria (some of these directly overlap with the stated Goals above)**

1. Proposed purchase Price- We anticipate that any market rate developer proposing condominiums or market rate apartments may offer more “cash on the barrelhead” than a non-profit affordable housing program. However, we believe that if compared to other paths for the City to create affordable housing units and restore and preserve the building, our proposal does carry a significant benefit to the City. We expect to invest roughly \$6 Million in renovation and construction costs.
2. Proposed adaptive reuse plan- The proposed Senior Affordable housing use directly addresses the goals and objectives described in the RFP. The addition of a substantial number of affordable units with long term deed restrictions to keep the units affordable, the design intent to preserve and protect the historic building facades, and the nature of the project which will be an appropriate fit for the neighborhood are all directly consistent with the goals of the RFP.
3. Project Schedule- The realities of affordable housing development are that it is a time consuming process that requires patience of the developers and stakeholders.

The YWCA and L.D. Russo have been quite successful in achieving funding through DHCD. Our development team has a strong reputation with DHCD and with lenders and syndicators based on our professional and pragmatic approach to past successful projects.

Municipalities across the state, including Salisbury’s partnership with the YWCA to create their affordable housing, have recognized that patience is required in order to develop meaningful affordable housing projects to meet the community’s needs. This is not a “quick buck” proposal, nor do we believe it should be.

The City can continue to have full use of the School property until the funding closing and associated transactions that would allow the construction start. On this schedule that is anticipated in late 2019.

4. Development Team Qualifications: Our development team is experienced, qualified, fiscally stable, and has the added benefit of including many Newburyport residents.
  - a. The YWCA has been providing housing in Newburyport for 130 years and is actively bolstering that history with the addition of units in Salisbury and as part of the Hillside development. See additional information on the YWCA later in this proposal.
  - b. *L.D. Russo*, as development partner and contractor, has successfully developed multiple LIHTC projects, including 42 units of senior housing in Harvard MA, 41 units in Leominster MA, and the pending 42 units in Salisbury MA. LD Russo has also been involved in the construction or renovation of hundreds of affordable housing units, including 11 Market Street in Newburyport and units for the



Newbury Housing Authority. Nat Coughlin, the Executive in charge for this development, is a Bromfield Street Resident. See additional information on L.D. Russo later in this proposal.

- c. *Maugel Architects*- Maugel Architects is a successful architecture firm who has been involved in two prior successful affordable housing applications to DHCD with L.D. Russo. Dan Barton, architect, spent over 15 years as chair of the Groton Historic Commission and is a Newburyport resident.
- d. *Mead Talerma and Costa LLC*. Lisa Mead is a well know local zoning attorney who has supported both the YWCA and L.D. Russo on prior affordable housing projects. She is a South End resident.
- e. *Fishbone Project management- Sarah Holden*, LEED AP BD+C founder of Fishbone Project Management, is a Newburyport resident and a long time supporter of the YWCA. She was involved on the 11 Market Street project and is currently working closely with David Hall for the Hillside Apartments development project.

5. **Financial Stability and Capability**- Both the YWCA and L.D. Russo has a proven record of success in funding projects, including affordable housing. We have a good reputation and working relationship with DHCD.

In addition to the recent completion of the 11 Market Street project in Newburyport, L.D. Russo, Inc. has also successfully developed LIHTC and 40b projects including Bowers Brook Apartments (42 units) and Ivory Keys (41 units). L.D. Russo has been involved in the construction or renovation of over 300 affordable housing units.

One of the strengths of our proposal is that L. D. Russo and the YWCA Greater Newburyport will work jointly to develop this project. L. D. Russo has a very strong financial position, and is bonded for \$15/\$20 Million in construction capability. The YWCA's financial statements are public record and demonstrate a strong balance sheet with excellent future projections as the organization continues to grow and thrive.

As part of any formal offer for the property, both L.D Russo and the YWCA would provide the appropriate bank references and financial documentation.

## **OTHER INFORMATION**

### **Supportive and Tenant Services**

#### **Goals of Supportive Services**

The primary goal of supportive services is to help tenants retain their housing for more than one year. Therefore, services combine economic, behavioral and social elements. These services are designed to

- ensure enough resources to retain housing,
- manage behaviors in a manner consistent with the quiet peace and enjoyment of other households living in the apartment complex and
- develop the social networks necessary to live long term within a community.

With the understanding that the population to be served at the Brown School will be seniors, many of whom are retired, ensuring enough resources to retain housing will focus on public benefits and management of existing resources and not necessarily obtaining employment.

A secondary goal for some households is to improve their quality of life. YWCA staff will work with households to develop service plans that successful will include measurable objectives towards those goals. These goals may include improved physical health, emotional health, improved nutrition, or connection to the community through social, fraternal or religious groups.

#### **Approach to Tenant Services**

Tenant Services are grounded in the mission of the YWCA Greater Newburyport.

The YWCA Greater Newburyport is dedicated to eliminating racism, empowering women and promoting peace, justice, freedom and dignity.

All tenants at the Brown School will be offered the opportunity to develop a supportive services plan with the assistance of the YWCA. Tenants may choose whether to participate in such planning or not. Tenants who chose to develop such a plan and who actively work with the YWCA to achieve their goals will have the advantage of implementing payment plans when and if they fall behind in their rent. YWCA will also work with these tenants to identify community resources that will support them financially when they are unable to pay the rent.

Tenants who choose not to develop a service plan and tenants who develop a service plan but choose not to actively work with the YWCA in its implementation will not receive the benefit of payment plans or help identifying community resources when and if they fall behind in their rent.

Tenants will choose the goals and outcomes identified in their service plans with the assistance of YWCA staff. YWCA will guide tenants in developing realistic goals and outcomes that support long term tenancy in permanent housing and other outcomes related to the overall vitality of their household.



Supportive Housing Plans will be developed using an asset-based approach. YWCA will help tenants identify their own strengths, talents and abilities and will help tenants build service plans on those identified strengths.

The YWCA will use the Family Development Training and Credentialing Program<sup>1</sup> or similar model as a basis for their work.

Goals will be formulated into measurable, achievable steps and into timeframes that are realistic. This will enable tenants to move toward their larger goals while celebrating the incremental steps that lead toward that larger end.

YWCA providers will receive training that supports a non-judgmental, supportive, strength based approach to working with tenants.

YWCA will work with the Elder Services of the Merrimack Valley to either contract for case management services or provide training so that we can use tools such as the Identified Elder Assessment or a similar tool.

#### **YWCA Fitness Programs**

Households who pay the annual membership fee of \$55 will have access to the YWCA fitness facility. Households will be encouraged to improve their physical health through an exercise regimen. Many studies have shown that regular physical exercise is important in the prevention and treatment of many chronic diseases. If a household is unable to pay the membership fee, it can also be waived.

If there is enough demand, YWCA will be willing to explore the possibility of offering a group exercise class at the Brown School. This may provide an opportunity to collaborate with the Newburyport Youth Services to share space for seniors to engage in group exercise in the gymnasium.

#### **Tenant Meetings**

At least twice a year, the YWCA will invite all tenants to a tenant meeting at the local public library. Meetings will provide an opportunity for tenants to discuss issues common to all tenants, to promote social services available to tenants and to provide an opportunity for tenants to socialize.

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<sup>1</sup> [http://www.northshore.edu/family\\_development/](http://www.northshore.edu/family_development/)



## **Energy and Green Construction**

The YWCA is committed to minimizing its carbon footprint. Over the years, we have engaged in several efforts to reduce our energy consumption. These include installing modernized hot water heating systems in our facilities, changing almost all of our facilities lighting to LED fixtures, and installing variable frequency drives on our pool pumps to save electric consumption. This is all part of our larger effort to encourage green construction and management practices at all our facilities.

YWCA will continue to support efforts to manage energy consumption at the Brown School. We will use LED lighting throughout and water saving devices such as low flow shower heads.

Additionally, we will work with the city to take advantage of existing incentive programs to explore the possibility of incorporating solar thermal technology for domestic hot water. Boilers will exceed 90% efficiency. We will seek to provide as much insulation to the existing structure as possible to minimize heating and cooling requirements, and will use Energy Star labeled appliances.

During construction material removed from the site will be recycled to the greatest extent possible.

YWCA currently works with its tenants to promote recycling. YWCA will provide tenants with educational materials and meet with city officials to help tenants recycle to the fullest extent possible.

## **Outreach**

The mission of the YWCA is to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. Access to affordable housing, is one of the most important manners in which the YWCA supports this mission. The YWCA views fair housing as an important component of its mission. Therefore, the YWCA will make every effort to ensure that seniors who would not otherwise apply for this housing are made aware that it is available. Our intention is to exceed the fair housing standards established by the Commonwealth.

In addition, the YWCA acknowledges that the Newburyport Housing Authority already has an extensive waitlist for senior housing. The YWCA will work closely with all of the eligible senior households already on the NHA waitlist to inform them of this opportunity. The YWCA will include households from the NHA waitlist into the initial lottery for the Brown School.

## **YWCA Women Owned Business Certification**

The YWCA is a Certified Women Owned business as certified by the Office of Supplier Diversity of the Commonwealth. See attached.

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**CERTIFICATE OF NON-COLLUSION and TAX COMPLIANCE**

Complete this page by signing in the space below, and return with completed non-pricing pages

**As required under Chapter 233 and 701 of the Mass. Acts and Resolves of 1983 and Chapter 30B as Mass. General Laws, when returning the City's solicitation documents, certification must be made to the following by signing in the space indicated below. Failure to offer such signature may result in rejection of the bid.**

1. "The undersigned certifies under the penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word person shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity, or group or individuals" and also;
2. "Pursuant to M.G.L. c. 62C, §49A, I certify under the penalties of perjury that I, the undersigned bidder, have complied with all laws of the Commonwealth relating to taxes, reporting of employees and contracts, and withholding and remitting child support.

**This bid is submitted by:**

Young Women's Christian Association of Newburyport

(Complete name of firm to be given here)

Signature: \_\_\_\_\_



**BUSINESS ADDRESS:**

13 Market  
Newburyport, MA 01950

**Person to Contact:** John Feehan

**Tel:** 978 465 9922 x24

**Employer I.D.#** 04-212 3678

**DATE:**

5/17/17

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**DISCLOSURE STATEMENT FOR  
TRANSACTION WITH A PUBLIC AGENCY CONCERNING REAL PROPERTY  
M.G.L. c. 7C, s. 38 (formerly M.G.L. c. 7, s. 40J)**

**INSTRUCTION SHEET**

**NOTE:** The Division of Capital Asset Management and Maintenance (DCAMM) shall have no responsibility for insuring that the Disclosure Statement has been properly completed as required by law. Acceptance by DCAMM of a Disclosure Statement for filing does not constitute DCAMM's approval of this Disclosure Statement or the information contained therein. Please carefully read M.G.L. c. 7C, s. 38 which is reprinted in Section 8 of this Disclosure Statement.

**Section (1):** Identify the real property, including its street address, and city or town. If there is no street address then identify the property in some other manner such as the nearest cross street and its tax assessors' parcel number.

**Section (2):** Identify the type of transaction to which this Disclosure Statement pertains --such as a sale, purchase, lease, etc.

**Section (3):** Insert the exact legal name of the Public Agency participating in this Transaction with the Disclosing Party. The Public Agency may be a Department of the Commonwealth of Massachusetts, or some other public entity. Please do not abbreviate.

**Section (4):** Insert the exact legal name of the Disclosing Party. Indicate whether the Disclosing Party is an individual, tenants in common, tenants by the entirety, corporation, general partnership, limited partnership, LLC, or other entity. If the Disclosing Party is the trustees of a trust then identify the trustees by name, indicate that they are trustees, and add the name of the trust.

**Section (5):** Indicate the role of the Disclosing Party in the transaction by checking one of the blanks. If the Disclosing Party's role in the transaction is not covered by one of the listed roles then describe the role in words.

**Section (6):** List the names and addresses of **every** legal entity and **every** natural person that has or will have a **direct or indirect** beneficial interest in the real property. The only exceptions are those stated in the first paragraph of the statute that is reprinted in Section 8 of this Disclosure Statement. If the Disclosing Party is another public entity such as a city or town, insert "inhabitants of the (name of public entity)." If the Disclosing Party is a non-profit with no individual persons having any beneficial interest then indicate the purpose or type of the non-profit entity. If additional space is needed, please attach a separate sheet and incorporate it by reference into Section 6.

**Section (7):** Write "none" in the blank if none of the persons mentioned in Section 6 is employed by DCAMM. Otherwise list any parties disclosed in Section 6 that are employees of DCAMM.

**Section (8):** The individual signing this statement on behalf of the Disclosing Party acknowledges that he/she has read the included provisions of Chapter 7C, Section 38 (formerly Chapter 7, Section 40J) of the General Laws of Massachusetts.

**Section (9):** Make sure that this Disclosure Statement is signed by the correct person. If the Disclosing Party is a corporation, please make sure that this Disclosure Statement is signed by a duly authorized officer of the corporation as required by the statute reprinted in Section 8 of this Disclosure Statement.

This completed and signed Disclosure Statement should be mailed or otherwise delivered to:

Deputy Commissioner for Real Estate  
Division of Capital Asset Management and Maintenance  
One Ashburton Place, 15<sup>th</sup> Floor, Boston, MA 02108



**DISCLOSURE STATEMENT FOR  
TRANSACTION WITH A PUBLIC AGENCY CONCERNING REAL PROPERTY  
M.G.L. c. 7C, s. 38 (formerly M.G.L. c. 7, s. 40J)**

The undersigned party to a real property transaction with a public agency hereby discloses and certifies, under pains and penalties of perjury, the following information as required by law:

- (1) REAL PROPERTY: Brown School
- (2) TYPE OF TRANSACTION, AGREEMENT, or DOCUMENT: Purchase and Sales
- (3) PUBLIC AGENCY PARTICIPATING in TRANSACTION: City of Newburyport
- (4) DISCLOSING PARTY'S NAME AND TYPE OF ENTITY (IF NOT AN INDIVIDUAL):  
Young Women's Christian Association of Newburyport, 501(c)(3) tax
- (5) ROLE OF DISCLOSING PARTY (Check appropriate role):  
exempt non profit corporation
- |   |   |
|---|---|
| <input type="checkbox"/> Lessor/Landlord                | <input type="checkbox"/> Lessee/Tenant            |
| <input type="checkbox"/> Seller/Grantor                 | <input checked="" type="checkbox"/> Buyer/Grantee |
| <input type="checkbox"/> Other (Please describe): _____ |   |

- (6) The names and addresses of all persons and individuals who have or will have a direct or indirect beneficial interest in the real property excluding only 1) a stockholder of a corporation the stock of which is listed for sale to the general public with the securities and exchange commission, if such stockholder holds less than ten per cent of the outstanding stock entitled to vote at the annual meeting of such corporation or 2) an owner of a time share that has an interest in a leasehold condominium meeting all of the conditions specified in M.G.L. c. 7C, s. 38, are hereby disclosed as follows (attach additional pages if necessary):

NAME

RESIDENCE

- (7) None of the above-named persons is an employee of the Division of Capital Asset Management and Maintenance or an official elected to public office in the Commonwealth of Massachusetts, except as listed below (insert "none" if none):
- (8) The individual signing this statement on behalf of the above-named party acknowledges that he/she has read the following provisions of Chapter 7C, Section 38 (formerly Chapter 7, Section 40J) of the General Laws of Massachusetts:

*No agreement to rent or to sell real property to or to rent or purchase real property from a public agency, and no renewal or extension of such agreement, shall be valid and no payment shall be made to the lessor or seller of such property unless a statement, signed, under the penalties of perjury, has been*

**DISCLOSURE STATEMENT FOR  
TRANSACTION WITH A PUBLIC AGENCY CONCERNING REAL PROPERTY  
M.G.L. c. 7C, s. 38 (formerly M.G.L. c. 7, s. 40J)**

*filed by the lessor, lessee, seller or purchaser, and in the case of a corporation by a duly authorized officer thereof giving the true names and addresses of all persons who have or will have a direct or indirect beneficial interest in said property with the commissioner of capital asset management and maintenance. The provisions of this section shall not apply to any stockholder of a corporation the stock of which is listed for sale to the general public with the securities and exchange commission, if such stockholder holds less than ten per cent of the outstanding stock entitled to vote at the annual meeting of such corporation. In the case of an agreement to rent property from a public agency where the lessee's interest is held by the organization of unit owners of a leasehold condominium created under chapter one hundred and eighty-three A, and time-shares are created in the leasehold condominium under chapter one hundred and eighty-three B, the provisions of this section shall not apply to an owner of a time-share in the leasehold condominium who (i) acquires the time-share on or after a bona fide arms length transfer of such time-share made after the rental agreement with the public agency is executed and (ii) who holds less than three percent of the votes entitled to vote at the annual meeting of such organization of unit owners. A disclosure statement shall also be made in writing, under penalty of perjury, during the term of a rental agreement in case of any change of interest in such property, as provided for above, within thirty days of such change.*

*Any official elected to public office in the commonwealth, or any employee of the division of capital asset management and maintenance disclosing beneficial interest in real property pursuant to this section, shall identify his position as part of the disclosure statement. The commissioner shall notify the state ethics commission of such names, and shall make copies of any and all disclosure statements received available to the state ethics commission upon request.*

*The commissioner shall keep a copy of each disclosure statement received available for public inspection during regular business hours.*

- (9) This Disclosure Statement is hereby signed under penalties of perjury.

John Feehan

PRINT NAME OF DISCLOSING PARTY (from Section 4, above)

*[Signature]* 5/17/17

AUTHORIZED SIGNATURE of DISCLOSING PARTY

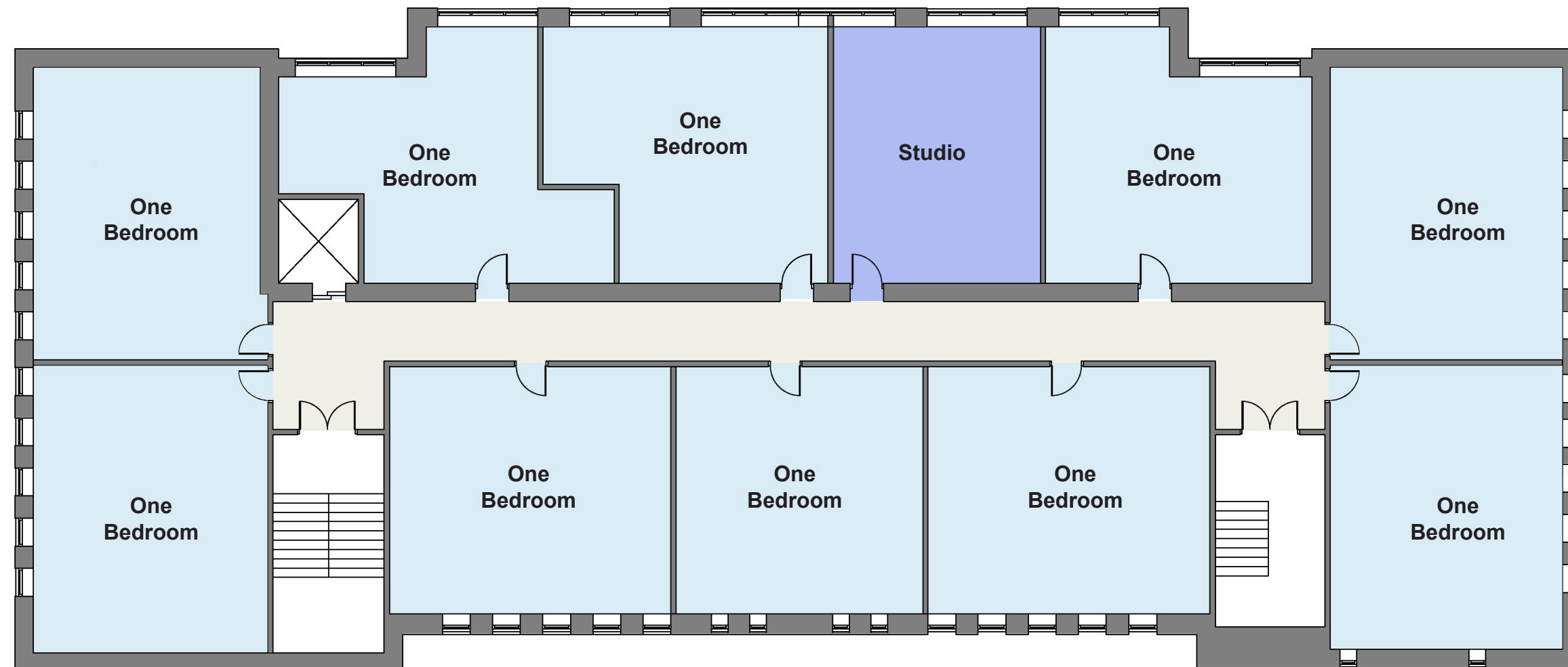
DATE (MM / DD / YYYY)

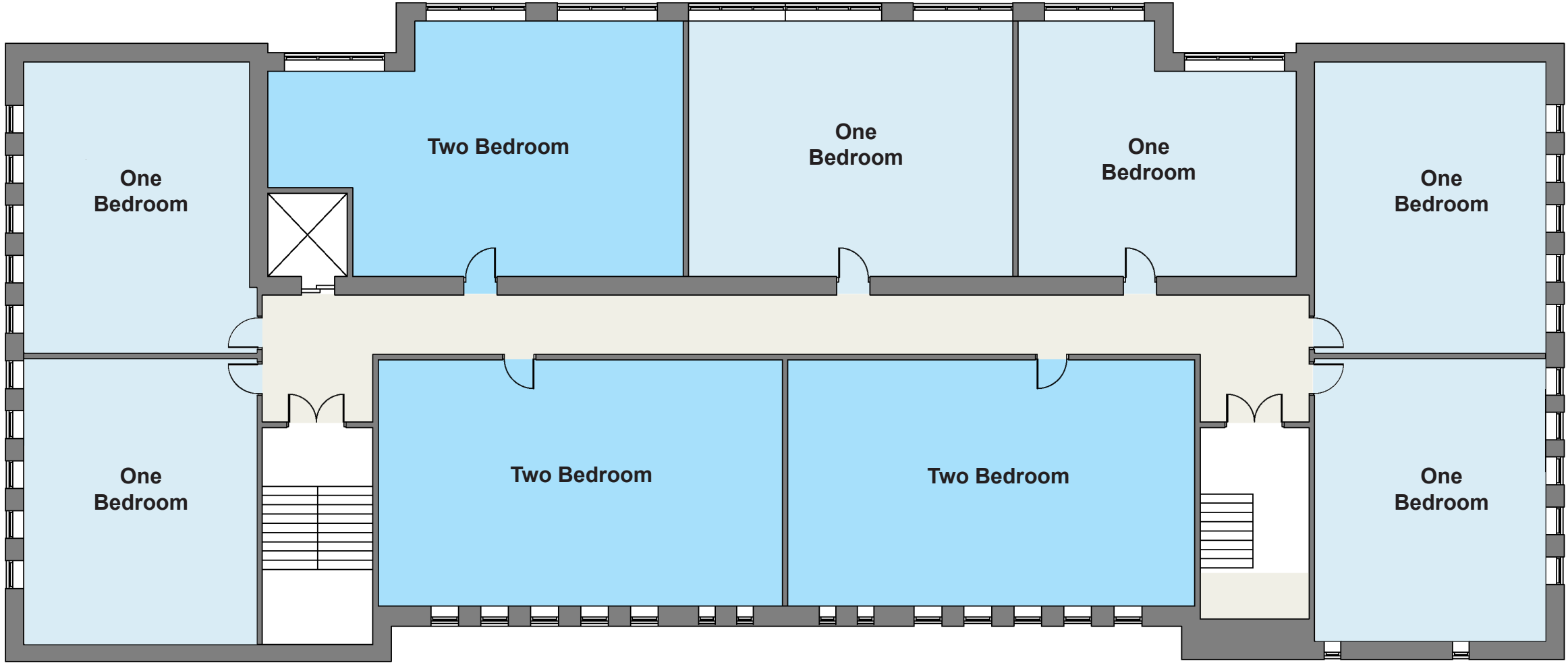
John Feehan Executive Director

PRINT NAME & TITLE of AUTHORIZED SIGNER











## **SUPPORT LETTERS**

### **Individuals/Abutters**

Michael Laine – 11 Jefferson Court  
Christin Walth – 1 Merrimac St.  
Cintra Wander – 32 Low St.  
Meo Young – 11 Jefferson Court  
Nancy Peace – 53 Warren  
Lisa and Kathy Desilets – 196 High St.  
Brenda Painchaud – 10 Margerie St.  
Liz Pilorz – 39 Plummer Ave.  
Anne Haaser - 8 Fox Run Drive  
Marianne Vesey – 10 Kent St.  
Kathleen Schoonmaker – 6 Independent St.  
Jay & Nancy McCarthy – 2 Purchase St.  
Melinda Crossman – 38 High St.  
Jeanette Isabella – Water St.  
Lauren Petty – 229 Water St.  
Virginia Evans – 13 Fair St.  
Michael Disette – 44 Jefferson St.  
Victoria Carr – 1 Hill St.

### **Agency/Government**

Anne Proli-Cataldo – Elder Services of the Merrimack Valley  
Tracy Watson – Newburyport Housing Authority  
Juli MacDonald – ROOF Over Head Board Member  
Doreen Brothers – Amesbury Council on Aging  
Lark Madden – Roof Over Head  
Mark Goldstein – Anna Jacques Hospital  
Elizabeth Pettis – Salisbury Council on Aging  
Gregory Earls – City Councilor  
Bruce Vogel – City Councilor  
State Senator Kathleen O'Connor Ives

### **Business Owners**

Ginny Eramo – Interlocks  
Andrew Mungo – Screening Room  
David Hall – Hall & Moskow  
Jean Berger – Green Jean's

May 11, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

I wholeheartedly support the YWCA Greater Newburyport's application to convert the Brown School into affordable housing.

We desperately need more affordable housing in Newburyport for both families and seniors. It has become almost prohibitively expensive to live here. The YWCA already does a wonderful job at providing and managing affordable housing here. They have been doing it for over 130 years. And they are excellent at it. Their local presence and many contributions makes them responsible to the local community. I believe that they are the best candidate to develop and manage this project.

I recommend that the committee accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Laine". The signature is fluid and cursive, with the first name "Michael" written in a larger, more prominent script than the last name "Laine".

Michael Laine

11 Jefferson Court

Newburyport, MA 01950

May 11, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

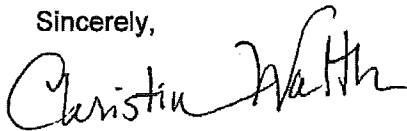
Dear RFP Review and Selection Committee:

I would like to express my enthusiastic support of the YWCA Greater Newburyport's application to convert the Brown School into affordable housing.

We need affordable housing in Newburyport for families and seniors as it has become increasingly expensive to live here. The YWCA already does a great job of providing affordable housing here which makes them the best candidate to develop and manage this project. They have contributed to the wellbeing of Newburyport for over 130 years. During this period, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City. Because they are locally based, I know that management will be responsible to the local community. Their board members live and work in our community.

I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,

A handwritten signature in black ink that reads "Christin Walth". The signature is fluid and cursive, with the first name "Christin" and the last name "Walth" clearly legible.

Christin Walth

1 Merrimac St Unit 21

Newburyport, MA 01950

May 3<sup>rd</sup> 2017

Andrew Fort, Director  
Planning Board Development  
Newburyport, MA 01950

Re.  
Brown School  
Redevelopment  
Project

Dear Sir —

I support the YWCA's bid for the above named project. I feel this type of housing is much needed in our community and would like to see the work managed locally.

Thank you for your consideration.

Citra M. Warden  
32 Low Street, #403  
Newburyport, MA 01950



April 25, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

I would like to express my enthusiastic support of the YWCA Greater Newburyport's application to convert the Brown School into affordable housing.

First, I strongly believe that the Brown School should be converted into affordable housing. The City developed a housing production plan in 2013 which stated that the city must produce at least 40 units of affordable housing annually to meet its target goals. Unfortunately, the City has been unable to achieve this goal due, in large part, to the lack of suitable opportunities.

The Brown School is one of the rare opportunities that the City has to substantially increase its affordable housing stock and the City should take this opportunity to convert it to affordable housing. I feel this way even if it means accepting a lower bid price for the building.

Second, I feel strongly that the best candidate to develop and manage this property is the YWCA Greater Newburyport. The YWCA has been an important part of our community for over 130 years. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City. Because they are locally based, I know that management will be responsible to the local community. Their board members live and work in our community.

Equally important, because they have served low income households in Newburyport for so many years, they are closely connected with the social service agencies, religious institutions, businesses and community resources necessary to help low income tenants succeed.

Finally, I support the mission of the YWCA to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. The YWCA fulfills that mission through quality affordable housing that improves the lives of its tenants.

I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,

Name *Meo Young*

Address *11 Jefferson Court*

Newburyport, MA 01950

May 12, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

I would like to express my enthusiastic support of the YWCA Greater Newburyport's application to convert the Brown School into affordable housing.

First, I strongly believe that the Brown School should be converted into affordable housing. The City developed a housing production plan in 2013 which stated that the city must produce at least 40 units of affordable housing annually to meet its target goals. Unfortunately, the City has been unable to achieve this goal due, in large part, to the lack of suitable opportunities.

The Brown School is one of the rare opportunities that the City has to substantially increase its affordable housing stock and the City should take this opportunity to convert it to affordable housing. I feel this way even if it means accepting a lower bid price for the building.

Second, the YWCA Greater Newburyport is clearly the best candidate to develop and manage this property. The YWCA has been an important part of our community for over 130 years. From its inception, the YW has provided affordable housing that has been effectively managed to the benefit of tenants and the City. Because they are locally based, I know that management will be responsible to the local community. Their board members live and work in our community.

Equally important, because the YW has served low income households in Newburyport for so many years, it is closely connected with the social service agencies, religious institutions, businesses and community resources necessary to help low income tenants succeed.

Finally, I support the mission of the YWCA to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. The YWCA fulfills that mission through quality affordable housing that improves the lives of its tenants.

I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,

*Nancy E. Peace*

Nancy E. Peace  
53 Warren Street, Unit 217  
Newburyport, MA 01950

May 10, 2017

Andrew R. Port  
Director of Planning & Development  
City of Newburyport  
60 Pleasant St  
Newburyport, MA 01950

Dear RFP review and selection committee,

We would like to support the YWCA's application to convert the Brown School into critically needed affordable housing. We have a serious shortage of housing affordable to minimum wage workers and other living on very low incomes in our community.

We strongly believe the Brown school should be converted in order to help meet the affordable housing production plan numbers from the 2013 plan that we have not been able to meet due to a lack of suitable properties to develop. The Brown school offers Newburyport an opportunity to remedy some of this shortage.

The YWCA is an obvious choice to handle this work since they have a long history in Newburyport of developing and managing affordable housing. Their staff have the expertise and the experience working with low income residents that this project requires. It would be exciting to see Newburyport take this step to move us closer to our affordable housing production numbers. This would be a benefit our our entire community.

Thank you.

Lisa Christie & Kathy Desilets  
196 High Street  
Newburyport, MA

May 11, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

I would like to express my enthusiastic support of the YWCA Greater Newburyport's application to convert the Brown School into affordable housing.

First, I strongly believe that the Brown School should be converted into affordable housing. The City developed a housing production plan in 2013 which stated that the city must produce at least 40 units of affordable housing annually to meet its target goals. Unfortunately, the City has been unable to achieve this goal due, in large part, to the lack of suitable opportunities.

The Brown School is one of the rare opportunities that the City has to substantially increase its affordable housing stock and the City should take this opportunity to convert it to affordable housing. I feel this way even if it means accepting a lower bid price for the building.

Second, I feel strongly that the best candidate to develop and manage this property is the YWCA Greater Newburyport. The YWCA has been an important part of our community for over 130 years. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City. Because they are locally based, I know that management will be responsible to the local community. Their board members live and work in our community.

Equally important, because they have served low income households in Newburyport for so many years, they are closely connected with the social service agencies, religious institutions, businesses and community resources necessary to help low income tenants succeed.

Finally, I support the mission of the YWCA to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. The YWCA fulfills that mission through quality affordable housing that improves the lives of its tenants.

I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,

Brenda Painchaud  
10 Margerie Street  
Newburyport, MA 01950

May 11, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

I would like to express my enthusiastic support of the YWCA Greater Newburyport's application to convert the Brown School into affordable housing.

First, I strongly believe that the Brown School should be converted into affordable housing. The City developed a housing production plan in 2013 which stated that the city must produce at least 40 units of affordable housing annually to meet its target goals. Unfortunately, the City has been unable to achieve this goal due, in large part, to the lack of suitable opportunities.

The Brown School is one of the rare opportunities that the City has to substantially increase its affordable housing stock and the City should take this opportunity to convert it to affordable housing. I feel this way even if it means accepting a lower bid price for the building.

Second, I feel strongly that the best candidate to develop and manage this property is the YWCA Greater Newburyport. The YWCA has been an important part of our community for over 130 years. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City. Because they are locally based, I know that management will be responsible to the local community. Their board members live and work in our community.

Equally important, because they have served low income households in Newburyport for so many years, they are closely connected with the social service agencies, religious institutions, businesses and community resources necessary to help low income tenants succeed.

Finally, I support the mission of the YWCA to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. The YWCA fulfills that mission through quality affordable housing that improves the lives of its tenants.

I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lisa Pilorz', is written over a rectangular area with a light gray grid pattern.

Lisa Pilorz  
39 Plummer Avenue  
Newburyport, MA 01950

## John Feehan

---

**From:** Ann Haaser <ahaaser@comcast.net>  
**Sent:** Wednesday, May 10, 2017 1:09 PM  
**To:** jfeehan@ywcanewburyport.org  
**Subject:** Affordable Housing in Newburyport

MAY 10, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

I WOULD LIKE TO EXPRESS MY ENTHUSIASTIC SUPPORT OF THE YWCA GREATER NEWBURYPORT'S APPLICATION TO CONVERT THE BROWN SCHOOL INTO AFFORDABLE HOUSING.

First, I strongly believe that the Brown School should be converted into affordable housing. The City developed a housing production plan in 2013 which stated that the city must produce at least 40 units of affordable housing annually to meet its target goals. Unfortunately, the City has been unable to achieve this goal due, in large part, to the lack of suitable opportunities.

The Brown School is one of the rare opportunities that the City has to substantially increase its affordable housing stock and the City should take this opportunity to convert it to affordable housing. I feel this way even if it means accepting a lower bid price for the building.

Second, I feel strongly that the best candidate to develop and manage this property is the YWCA Greater Newburyport. The YWCA has been an important part of our community for over 130 years. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City. Because they are locally based, I know that management will be responsible to the local community. Their board members live and work in our community.

Equally important, because they have served low income households in Newburyport for so many years, they are closely connected with the social service agencies, religious institutions, businesses and community resources necessary to help low income tenants succeed.

Finally, I support the mission of the YWCA to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. The YWCA fulfills that mission through quality affordable housing that improves the lives of its tenants.

I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,

Ann Haaser  
8 Fox Run Drive

May 11, 2017 10:07AM

RECEIVED 05/11/2017 09:53AM 9784651076

YWCA GREATER NBPT

No. 0079 P. 2

May 10, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

I would like to express my strong support of the YWCA Greater Newburyport's application to convert the Brown School into affordable housing.

First, I firmly believe that the Brown School should be converted into affordable housing. The City developed a housing production plan in 2013 which stated that the city must produce at least 40 units of affordable housing annually to meet its target goals. Unfortunately, the City has been unable to achieve this goal due, in large part, to the lack of suitable opportunities.

The Brown School is one of the rare opportunities that the City has to substantially increase its affordable housing stock and the City should seize upon this opportunity to convert it to affordable housing. I feel this way even if it means accepting a lower bid price for the building.

Second, I feel strongly that the best candidate to develop and manage this property is the YWCA Greater Newburyport. The YWCA has been an important part of our community for over 130 years. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City. They have a proven record of doing this challenging work. Because they are locally based, I know that management will be responsible to the local community. Their board members live and work in our community.

Equally important, because they have served low income households in Newburyport for so many years, they are closely connected with the social service agencies, religious institutions, businesses and community resources necessary to help low income tenants succeed. I firmly believe that the fabric of our city is enriched by making sure that people with lower incomes can have access to housing here.

Finally, I support the mission of the YWCA to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. The YWCA fulfills that mission through quality affordable housing that improves the lives of its tenants.

I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,



Marianne Vesey  
10 Kent St.  
Newburyport, MA 01950



May 11, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

I would like to express my enthusiastic support of the YWCA Greater Newburyport's application to convert the Brown School into affordable housing.

First, I strongly believe that the Brown School should be converted into affordable housing. The City developed a housing production plan in 2013 which stated that the city must produce at least 40 units of affordable housing annually to meet its target goals. Unfortunately, the City has been unable to achieve this goal due, in large part, to the lack of suitable opportunities. I have read the draft Master Plan and I spoke at the joint hearing last week. At that time I voiced my concerns for the "accessory unit" proposal as I see it as a guise to produce affordable units, when in reality it will create more expensive condo units as developers take advantage of grandfathered multi-unit structures.

The Brown School is one of the rare opportunities that the City has to substantially increase its affordable housing stock and the City should take this opportunity to convert it to affordable housing. The city must accept a lower bid price for the building to meet its goal of creating affordable units.

Second, I feel strongly that the best candidate to develop and manage this property is the YWCA Greater Newburyport. The YWCA has been an important part of our community for over 130 years. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City. Because they are locally based, I know that management will be responsible to the local community. Their board members live and work in our community.

Equally important, because they have served low income households in Newburyport for so many years, they are closely connected with the social service agencies, religious institutions, businesses and community resources necessary to help low income tenants succeed.

Finally, I support the mission of the YWCA to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. The YWCA fulfills that mission through quality affordable housing that improves the lives of its tenants.

I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,

Kathleen Schoonmaker  
6 Independent Street  
Newburyport, MA 01950



April 26, 2017

Andrew R. Port AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

As neighbors of the Brown School, we are in full support of the YWCA's application to convert the Brown School into affordable housing.

We believe this is a good opportunity for Newburyport to make good on their promise to develop at least 40 units each year.

The YWCA has an excellent track record of managing affordable housing units and tenants, so we believe they will continue to be the best manager of this project.

The Brown School is an excellent location for easy access to town, transportation and parks. We are hopeful the gymnasium, and the space for Youth Services would also remain at the Brown School.

We strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,

Jay and Nancy McCarthy  
2 Purchase Street  
Newburyport, MA 01950

April 28, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

I would like to express my enthusiastic support of the YWCA Greater Newburyport's application to convert the Brown School into affordable housing.

First, I strongly believe that the Brown School should be converted into affordable housing. The City developed a housing production plan in 2013 which stated that the city must produce at least 40 units of affordable housing annually to meet its target goals. Unfortunately, the City has been unable to achieve this goal due, in large part, to the lack of suitable opportunities.

The Brown School is one of the rare opportunities that the City has to substantially increase its affordable housing stock and the City should take this opportunity to convert it to affordable housing. I feel this way even if it means accepting a lower bid price for the building.

Second, I feel strongly that the best candidate to develop and manage this property is the YWCA Greater Newburyport. The YWCA has been an important part of our community for over 130 years. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City. Because they are locally based, I know that management will be responsible to the local community. Their board members live and work in our community.

Equally important, because they have served low income households in Newburyport for so many years, they are closely connected with the social service agencies, religious institutions, businesses and community resources necessary to help low income tenants succeed.

Finally, I support the mission of the YWCA to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. The YWCA fulfills that mission through quality affordable housing that improves the lives of its tenants.

I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,



Melinda Crossman  
38 High St  
Newburyport, MA 01950

1 Lime Street  
Newburyport, MA 01950  
April 28, 2017

Andrew Port  
Planning and Development Director  
City of Newburyport  
Newburyport, MA 01950

Dear Andrew,

I am writing to offer my support of the YWCA's application to create affordable housing in the Brown School building. Several factors enter into my reasoning: the City's need for affordable housing units and the YW's proven track record in responsibly managing and overseeing their properties, as well as the YW's participation in and responsiveness to the City.

There are few, if any, opportunities to create a significant number of affordable housing units in Newburyport. The Brown School would give us the chance to bring our affordable housing units up to a level that would meet the goals we have set for ourselves. Additionally, as opposed to high-end apartments, affordable housing would have a lower impact on the neighborhood as a whole. For instance, among those who would use affordable apartments would be elderly persons, many of whom would not own a vehicle. Juxtapose that to high-end buyers or renters who would have at least one – and probably two – vehicles. As you know, Lime Street is one of our more challenged streets in terms of traffic and over-crowdedness. The project that is chosen for the Brown School should have the most minimal impact possible on the neighborhood so as not to add further strain to the quality of life of those of us who live here.

The selection of the YWCA – an already proven community asset – would add to the help they have given the City in terms of assisting those who need it with, not only affordable housing, but any number of social services as well. They are well-equipped to do so because they are an integral part of the community.

Having worked for the YWCA as the Director of Public Relations some time ago, I know first-hand the assistance they consistently and willingly provide to all with whom they interact, be it a small child, a fitness participant, or an elder.

I hope there will be a strong motivation on the part of the decision-makers to carefully consider the YWCA of Newburyport as a viable candidate to turn the Brown School into another entity of which we can all be proud.

Sincerely,



Jeanette Isabella

April 28, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

I would like to express my enthusiastic support of the YWCA Greater Newburyport's application to convert the Brown School into affordable housing.

First, I strongly believe that the Brown School should be converted into affordable housing. The City developed a housing production plan in 2013 which stated that the city must produce at least 40 units of affordable housing annually to meet its target goals. Unfortunately, the City has been unable to achieve this goal due, in large part, to the lack of suitable opportunities.

The Brown School is one of the rare opportunities that the City has to substantially increase its affordable housing stock and the City should take this opportunity to convert it to affordable housing. I feel this way even if it means accepting a lower bid price for the building.

Second, I feel strongly that the best candidate to develop and manage this property is the YWCA Greater Newburyport. The YWCA has been an important part of our community for over 130 years. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City. Because they are locally based, I know that management will be responsible to the local community. Their board members live and work in our community.

Equally important, because they have served low income households in Newburyport for so many years, they are closely connected with the social service agencies, religious institutions, businesses and community resources necessary to help low income tenants succeed.

Finally, I support the mission of the YWCA to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. The YWCA fulfills that mission through quality affordable housing that improves the lives of its tenants.

I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,

*Lauren Petly*  
229 Water St  
Newburyport, MA

April 28, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

I would like to express my enthusiastic support of the YWCA Greater Newburyport's application to convert the Brown School into affordable housing.

First, I strongly believe that the Brown School should be converted into affordable housing. The City developed a housing production plan in 2013 which stated that the city must produce at least 40 units of affordable housing annually to meet its target goals. Unfortunately, the City has been unable to achieve this goal due, in large part, to the lack of suitable opportunities.

The Brown School is one of the rare opportunities that the City has to substantially increase its affordable housing stock and the City should take this opportunity to convert it to affordable housing. I feel this way even if it means accepting a lower bid price for the building.

Second, I feel strongly that the best candidate to develop and manage this property is the YWCA Greater Newburyport. The YWCA has been an important part of our community for over 130 years. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City. Because they are locally based, I know that management will be responsible to the local community. Their board members live and work in our community.

Equally important, because they have served low income households in Newburyport for so many years, they are closely connected with the social service agencies, religious institutions, businesses and community resources necessary to help low income tenants succeed.

Finally, I support the mission of the YWCA to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. The YWCA fulfills that mission through quality affordable housing that improves the lives of its tenants.

I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,



13 FAIR ST  
NEWBURYPORT

Michael J. Dissette  
44 Jefferson Street  
Newburyport, MA 01950

May 15, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

I enthusiastically support the proposal of the YWCA Greater Newburyport's to convert the Brown School into units of affordable housing.

I believe that the Brown School presents an excellent opportunity for the City to assist in the creation of much needed affordable housing. The City developed a housing production plan in 2013 which stated that the city must produce at least 40 units of affordable housing annually to meet its target goals. Unfortunately, the City has been unable to achieve this goal due, in large part, to the lack of suitable opportunities.

The Brown School is one of the rare opportunities that the City has to substantially increase its affordable housing stock and the City should take this opportunity to convert it to affordable housing. I feel this way even if it means accepting a lower bid price for the building.

The YWCA is an excellent candidate to develop and manage this property. The YWCA has been an important part of our community for over 130 years. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City. Because they are locally based, management will be responsible to the local community. Their board members live and work in our community.

Equally important, because they have served low income households in Newburyport for so many years, they are closely connected with the social service agencies, religious institutions, businesses and community resources necessary to help low income tenants succeed.

I strongly encourage the committee to act favorably on the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,



1 Hill Street  
Newburyport, MA 01950  
978-462-3513

May 17, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear Mr. Port, RFP Review and Selection Committee:

Newburyport has changed dramatically since I became a resident 35 years ago. While some changes have been very beneficial, the rapid increase in housing costs has forced many long-time residents to move. In addition, small apartment buildings have largely been converted to high price condominiums (over 300 rentals have been lost between 1980 and 2010 and the conversion of rental to expensive condos has increase dramatically in the past 7 years. I

Therefore, I strongly support the YWCA Greater Newburyport's proposal for developing affordable housing at the Brown School. The YWCA proposal for affordable housing will help the City achieve some of the goals of the 2013 Housing Production Plan which called for:

- Rental housing for individuals with lower paid jobs and families unable to afford current rentals
- Affordable ownership for low and moderate income individuals and families
- Housing for "at risk" individuals

Newburyport's annual affordable housing goal was 40 units per year; unfortunately, largely due to the sky rocketing costs for available properties and the lack of vacant land, Newburyport has not achieved this goal.

The YWCA has provided affordable housing and has been a great community resource for over 130 years. Current residents in the two YWCA rental facilities include many of these lower-income residents work in local stores and offices. I have volunteered at the YWCA and know the housing staff are extremely well qualified to successfully manage affordable housing. The YWCA's close ties to social service agencies, religious institutions, businesses, and community resources enables the YWCA to help low income tenants succeed.

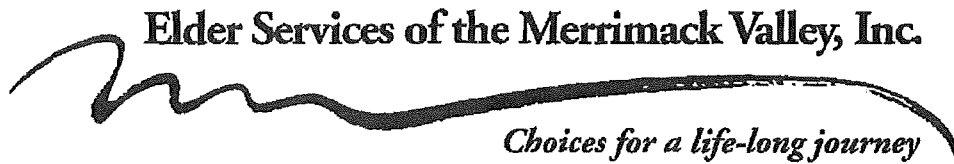
The Brown School provides a great opportunity to increase the affordable housing stock, enable local young adults, families, and elderly resident to remain in their community, and preserve a neighborhood landmark.

For all the above reason, I urge the Committee to approve the YWCA's RFP to develop affordable rental units at the Brown School.

Sincerely,

*Victoria M. E. Carr*





April 27, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

Elder Services of the Merrimack Valley (ESMV) would like to express its enthusiastic support of the YWCA Greater Newburyport's application to convert the Brown School into affordable housing.

As you know, there is an affordable housing crisis that has gripped our country, our Commonwealth and the communities we serve. Seniors are especially impacted by this crisis as their income is often fixed but the cost of housing continues to escalate. In Newburyport, this often means seniors are forced to leave the community in which they have spent a significant portion of their lives. It means that they must leave their support networks of friends, neighbors, religious institutions and community supports.

The Brown School is one of the rare opportunities that the City has to substantially increase its affordable housing stock and the City should take this opportunity to convert it to affordable housing for seniors. There are very few opportunities for the City to control development of affordable housing and the Brown School is one of those rare opportunities.

Second, we feel strongly that the best candidate to develop and manage this property is the YWCA Greater Newburyport. The YWCA has been an important part of our community for over 130 years. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City. Because they are locally based, we believe that management will be responsible to the local community. Their board members live and work in our community.

Elder Services of the Merrimack Valley and the YWCA have a long history of working together collaboratively. We have run joint programs together such as My Life My Health and we have worked to support seniors in housing. ESMV will work closely with the YWCA to develop case management services to support elders living in affordable housing. ESMV is willing to either provide case management services through a contract with the YWCA or provide training and support to the YWCA in directly providing case management services.

# *Newburyport Housing Authority*

25 TEMPLE STREET  
NEWBURYPORT, MASSACHUSETTS 01950-2713  
TEL: 978-465-7216 FAX: 978 463-3080

e-mail: [nha@nhahousing.com](mailto:nha@nhahousing.com)

Visit our website at: [www.nhahousing.com](http://www.nhahousing.com)

April 25, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

**THE NEWBURYPORT HOUSING AUTHORITY WOULD LIKE TO EXPRESS ITS ENTHUSIASTIC SUPPORT OF THE YWCA GREATER NEWBURYPORT'S APPLICATION TO CONVERT THE BROWN SCHOOL INTO AFFORDABLE HOUSING.**

*First, we strongly believe that the Brown School should be converted into affordable housing. The Newburyport Housing Authority currently maintains a list of 445 persons who have applied for affordable housing. We estimate that this wait list is for three (3) to five (5) years. We desperately need more affordable senior housing especially as our population ages.*

*Too many seniors in Newburyport who live on fixed income are faced with having to leave their community in order to maintain housing. This means that they must move away from their friends and support networks which has a negative impact on their quality of life. Brown School represents a rare opportunity to provide affordable housing for seniors in our own community.*

*Second, we feel strongly that the best candidate to develop this property is the YWCA Greater Newburyport. The YWCA has been an important part of our community for over 130 years. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City.*

*The YWCA and NHA have a strong collaborative relationship, providing support to households living at Kelleher Park as well as to seniors living in our housing. Many of our seniors receive free wellness programs at the YWCA.*

*The YWCA's proposal to serve seniors whose income is at or below 30% AMI, 50% AMI and 60% AMI addresses the most pressing needs of our community. By mixing income levels in this manner, they not only address the most important needs but also develop an economically diverse community.*

*Finally, we support the mission of the YWCA to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. The YWCA fulfills that mission through quality affordable housing that improves the lives of its tenants. And the Newburyport Housing Authority supports their efforts to bring more affordable housing to Newburyport to help the clients we serve.*

*I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.*

Sincerely,

*Tracy Watson*

Executive Director



April 25, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

I would like to express my enthusiastic support of the YWCA Greater Newburyport's application to convert the Brown School into affordable housing.

First, I strongly believe that the Brown School should be converted into affordable housing. The City developed a housing production plan in 2013 which stated that the city must produce at least 40 units of affordable housing annually to meet its target goals. Unfortunately, the City has been unable to achieve this goal due, in large part, to the lack of suitable opportunities.

The Brown School is one of the rare opportunities that the City has to substantially increase its affordable housing stock and the City should take this opportunity to convert it to affordable housing. I feel this way even if it means accepting a lower bid price for the building.

Second, I feel strongly that the best candidate to develop and manage this property is the YWCA Greater Newburyport. The YWCA has been an important part of our community for over 130 years. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City. Because they are locally based, I know that management will be responsible to the local community. Their board members live and work in our community.

Equally important, because they have served low income households in Newburyport for so many years, they are closely connected with the social service agencies, religious institutions, businesses and community resources necessary to help low income tenants succeed.

Finally, I support the mission of the YWCA to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. The YWCA fulfills that mission through quality affordable housing that improves the lives of its tenants.

I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,



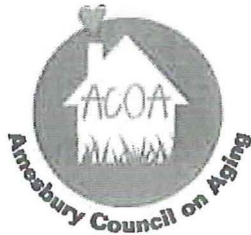
Name

Juli Macdonald

Address

Roof Over Head Board Members

Newburyport, MA 01950



May 11, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

The Amesbury Council on Aging would like to express its enthusiastic support of the YWCA Greater Newburyport's application to convert the Brown School into affordable housing.

First, we strongly believe that the Brown School should be converted into affordable housing. The Amesbury COA encounters many seniors on a monthly basis who are in desperate need for affordable housing. Many of these seniors are in precarious housing situations because they are unable to afford their current home. We feel strongly that there is a tremendous need for this type of housing in our area.

The Brown School is one of the rare opportunities that the City has to substantially increase its affordable housing stock and the City should take this opportunity to convert it to affordable housing. There are very few opportunities for the City to control development of affordable housing and the Brown School is one of those rare opportunities.

Second, we feel strongly that the best candidate to develop and manage this property is the YWCA Greater Newburyport. The YWCA has been an important part of our community for over 130 years. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City. Because they are locally based, we believe that management will be responsible to the local community. Their board members live and work in our community.

The Amesbury Council on Aging and the YWCA Greater Newburyport work cooperatively to provide services to seniors in our community. From health and wellness programs, to help with child care for seniors who are suddenly guardians of young children, the YWCA has been a strong partner for our seniors. We believe that their willingness to collaborate with local providers is one of the strengths of their proposal.

Finally, we support the mission of the YWCA to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. The YWCA fulfills that mission through quality affordable housing that improves the lives of its tenants. And the Amesbury Council on Aging supports their efforts to bring more affordable housing to Newburyport to serve seniors.



I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,

*Doreen Brothers, LSW, CAPT*

Doreen Brothers  
Executive Director  
68 Elm Street  
Amesbury, MA 01913



April 25, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

I would like to express my enthusiastic support of the YWCA Greater Newburyport's application to convert the Brown School into affordable housing.

First, I strongly believe that the Brown School should be converted into affordable housing. The City developed a housing production plan in 2013 which stated that the city must produce at least 40 units of affordable housing annually to meet its target goals. Unfortunately, the City has been unable to achieve this goal due, in large part, to the lack of suitable opportunities.

The Brown School is one of the rare opportunities that the City has to substantially increase its affordable housing stock and the City should take this opportunity to convert it to affordable housing. I feel this way even if it means accepting a lower bid price for the building.



Second, I feel strongly that the best candidate to develop and manage this property is the YWCA Greater Newburyport. The YWCA has been an important part of our community for over 130 years. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City. Because they are locally based, I know that management will be responsible to the local community. Their board members live and work in our community.

Equally important, because they have served low income households in Newburyport for so many years, they are closely connected with the social service agencies, religious institutions, businesses and community resources necessary to help low income tenants succeed.

Finally, I support the mission of the YWCA to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. The YWCA fulfills that mission through quality affordable housing that improves the lives of its tenants.

I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,

Name   
Address   
Newburyport, MA 01950



## ANNA JQUES HOSPITAL

25 Highland Avenue  
Newburyport, MA 01950  
[www.ajh.org](http://www.ajh.org)

April 24, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

I would like to express my enthusiastic support of the YWCA Greater Newburyport's application to convert the Brown School into affordable housing.

The City developed a housing production plan in 2013 which stated that the city must produce at least 40 units of affordable housing annually to meet its target goals. Unfortunately, the City has been unable to achieve this goal due, in large part, to the lack of suitable opportunities. The City should see the Brown Street School as one suitable opportunity for affordable housing and direct the RFP review to achieve their 2013 goal.

The Brown School is one of the rare opportunities that the City has to substantially increase its affordable housing stock and the City should take this opportunity to convert it to affordable housing.

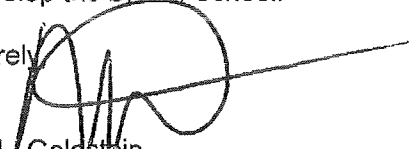
Second, I feel strongly that the best candidate to develop and manage this property is the YWCA Greater Newburyport. The YWCA has been an important part of our community for over 130 years and has considerable experience in managing affordable housing. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City. Because they are locally based, I know that management will be responsible to the local community. Their board members live and work in our community.

Equally important, because they have served low-income households in Newburyport for so many years, they are closely connected with the social service agencies, religious institutions, businesses and community resources necessary to help low income tenants succeed.

Finally, I support the mission of the YWCA to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. The YWCA fulfills that mission through quality affordable housing that improves the lives of its tenants.

I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,



Mark L. Goldstein  
President & CEO  
Anna Jaques Hospital





# Town of Salisbury Council on Aging

43 Lafayette Road  
Salisbury, Massachusetts 01952

APRIL 25, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

THE SALISBURY COUNCIL ON AGING WOULD LIKE TO EXPRESS ITS FULL SUPPORT OF THE YWCA GREATER NEWBURYPORT'S APPLICATION TO CONVERT THE BROWN SCHOOL INTO AFFORDABLE HOUSING.

The Salisbury COA encounters many seniors on a monthly basis who are in desperate need for affordable housing. Many of these seniors are in precarious housing situations because they are unable to afford their current home. We feel strongly that there is a tremendous need for this type of housing in our area, and feel that the Brown School should be converted into affordable housing.

The Brown School is one of the rare resources that the City has to substantially increase its affordable housing stock and the City needs to take this opportunity to convert it to affordable housing. There are very few opportunities for the City to control development of affordable housing and the Brown School is one of those rare opportunities.

Second, we feel strongly that the best and most logical candidate to develop and manage this property is the YWCA Greater Newburyport. The YWCA has been an important part of our community for over 130 years. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City. Because they are locally based, we believe that management will be responsible to the local community. Their board members live and work in our community.

The Salisbury Council on Aging and the YWCA Greater Newburyport work cooperatively to provide services to seniors in our community. From nutrition programs, to help with child care for seniors who are suddenly guardians of young children, the YWCA has been a strong partner for our seniors. We believe that their willingness to collaborate with local providers is one of the strengths of their proposal. The Salisbury Council on Aging supports their efforts to bring more affordable housing to Newburyport to serve seniors.

I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,

Elizabeth Pettis, Executive Director  
Salisbury Council on Aging  
43 Lafayette Road  
Salisbury, MA 01952

April 27, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

I would like to express my enthusiastic support of the YWCA Greater Newburyport's application to convert the Brown School into affordable housing.

First, I strongly believe that the Brown School should be converted into affordable housing. The City developed a housing production plan in 2013 which stated that the city must produce at least 40 units of affordable housing annually to meet its target goals. Unfortunately, the City has been unable to achieve this goal due, in large part, to the lack of suitable opportunities.

The Brown School is one of the rare opportunities that the City has to substantially increase its affordable housing stock and the City should take this opportunity to convert it to affordable housing. I feel this way even if it means not accepting the highest bid for the building.

Second, I feel strongly that the best candidate to develop and manage this property is the YWCA Greater Newburyport. The YWCA has been an important part of our community for over 130 years. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City. Because they are locally based, I know that management will be responsible to the local community. Their board members live and work in our community.

Equally important, because they have served low income households in Newburyport for so many years, they are closely connected with the social service agencies, religious institutions, businesses and community resources necessary to help low income tenants succeed.

Finally, I support the mission of the YWCA to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. The YWCA fulfills that mission through quality affordable housing that improves the lives of its tenants.

I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,

*Gregory Earls*

Gregory Earls  
City Councillor At Large  
25 Milk Street  
Newburyport, MA 01950

Bruce L. Vogel  
Newburyport City Councilor-At-Large  
90 Bromfield St., Newburyport, MA 01950  
978-828-0711 bruce@vogelatlarge.com

May 11, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

Please accept this letter as my enthusiastic support of the YWCA Greater Newburyport's application to convert the Brown School into affordable housing.

Taking the opportunity to convert the Brown School allows the City has to substantially increase its affordable housing stock. If it means accepting a lower bid price for the building the City will still benefit from the increased affordable housing stock.

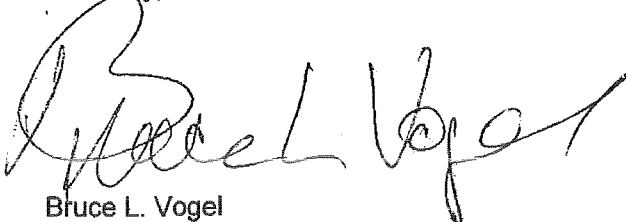
The Greater Newburyport YWCA is the perfect candidate to develop and manage this property. The YWCA has been an important part of our community for over 130 years and from its inception has provided effectively managed affordable housing to the benefit of tenants and the City. Additionally, the Y's board members live and work in our community.

Furthermore, because the Y has served low income households in Newburyport for so many years, they are closely connected with the social service agencies, religious institutions, businesses and community resources necessary to help low income tenants succeed.

Finally, the mission of the YWCA to eliminate racism, empower women and promote peace, justice, freedom and dignity for all is extremely important. The YWCA fulfils that mission through quality affordable housing that improves the lives of its tenants.

Please accept this encouragement for the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bruce L. Vogel', written over a horizontal line.

Bruce L. Vogel  
Newburyport City Councillor at Large





The Commonwealth of Massachusetts  
MASSACHUSETTS SENATE

SENATOR KATHLEEN O'CONNOR IVES  
First Essex District

STATE HOUSE, ROOM 215  
BOSTON, MA 02133-1054

TEL. (617) 722-1604

FAX (617) 722-1999

KATHLEEN.OCONNORIVES@MASENATE.GOV

WWW.MASENATE.GOV

Chair  
JOINT COMMITTEE ON COMMUNITY  
DEVELOPMENT AND SMALL BUSINESSES

Vice Chair  
SENATE COMMITTEE ON PERSONNEL AND ADMINISTRATION

HIGHER EDUCATION

FINANCIAL SERVICES

CONSUMER PROTECTION AND PROFESSIONAL LICENSURE

STEERING AND POLICY

OPIOID ADDICTION, PREVENTION, TREATMENT  
AND RECOVERY OPTIONS

May 15, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

I write in support of the YWCA Greater Newburyport's application to convert the Brown School into Affordable Housing. The availability of the Brown School offers a rare opportunity for the City of Newburyport to substantially increase its affordable housing stock.

As you know, the Newburyport Housing Authority has a waitlist of 445 individuals, which represents a wait of three to five years. The YWCA is committed to working with the Newburyport Housing Authority to allow those on the NHA waitlist to apply for this housing opportunity.

The YWCA Greater Newburyport has been an important part of our community for over 130 years and is a strong and fitting candidate to develop and manage this property. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the city. Because they are locally based, the management will be responsible to the local community. Importantly, their board members live and work in our community.

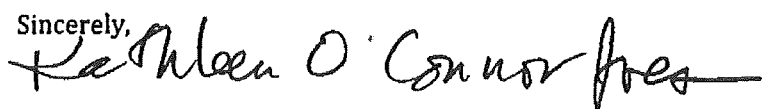
Equally important, because they have served low income households in Newburyport for so many years, they are closely connected with the social service agencies, and other community resources necessary to help low income tenants succeed.

The mission of the YWCA is to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. The YWCA fulfills its mission through their critical work of adding to our inventory of quality affordable housing that improves the lives of its tenants.

I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School and seize this key opportunity to increase the availability of affordable housing in the city.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Kathleen O'Connor Ives". The signature is written in a cursive style with a horizontal line at the end.

Kathleen O'Connor Ives  
State Senator  
First Essex District

May 9, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

I would like to express my support of the YWCA Greater Newburyport's application to convert the Brown School into affordable senior housing.


The City of Newburyport developed a housing production plan in 2013, which stated that the city must produce at least 40 units of affordable housing annually to meet its target goals. Unfortunately, the City has been unable to achieve this goal.

The best candidate to develop and manage the Brown School property is the YWCA Greater Newburyport. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of its tenants and the City. Equally important, because they have served low-income households in Newburyport for so many years, they are closely connected with the social service agencies, religious institutions, businesses and community resources necessary to help low income tenants succeed.

Additionally, our senior citizens are struggling with the burden of affordable housing and their needs are becoming critical, as I have witnessed through my volunteerism at Our Neighbor's Table, a non-profit that provides food to those with food insecurity. Sadly, Newburyport's seniors are now the 2<sup>nd</sup> largest population served by ONT predominantly due to the rising costs of housing.

I strongly encourage the Selection Committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,



Ginny Eramo  
28R Toppan's Lane  
Newburyport, MA 01950

05/10/17

Andrew R. Port, AICP  
Director of Planning and Development  
City Hall  
60 Pleasant St.  
Newburyport MA 01950

Hello,

Please count me among those who strongly support the Newburyport YWCA's effort to turn the Brown School into affordable housing.

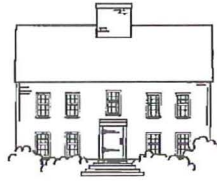
The YWCA is the perfect vehicle for this purpose as they have generations experience in serving the community's housing needs. They are impeccably upright and able.

It should go without saying that Newburyport is in dire need of affordable housing.

Thank you,

Andrew Mungo  
Screening Room  
Newburyport MA





**HALL AND MOSKOW**  
REAL ESTATE OWNERS, MANAGERS, DEVELOPERS

May 5, 2017

Andrew R. Port, AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

I would like to express my enthusiastic support of the YWCA Greater Newburyport's application to convert the Brown School into affordable housing.

First, I strongly believe that the Brown School should be converted into affordable housing. The City developed a housing production plan in 2013 which stated that the city must produce at least 40 units of affordable housing annually to meet its target goals. Unfortunately, the City has been unable to achieve this goal due, in large part, to the lack of suitable opportunities.

The Brown School is one of the rare opportunities that the City has to substantially increase its affordable housing stock and the City should take this opportunity to convert it to affordable housing. I feel this way even if it means accepting a lower bid price for the building.

Second, I feel strongly that the best candidate to develop and manage this property is the YWCA Greater Newburyport. The YWCA has been an important part of our community for over 130 years. From its inception, the YWCA has provided affordable housing that has been effectively managed to the benefit of tenants and the City. Because they are locally based, I know that management will be responsible to the local community. Their board members live and work in our community.

Equally important, because they have served low income households in Newburyport for so many years, they are closely connected with the social service agencies, religious institutions, businesses and community resources necessary to help low income tenants succeed.

Finally, I support the mission of the YWCA to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. The YWCA fulfills that mission through quality affordable housing that improves the lives of its tenants.

I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,

David D. Hall, President  
Hall and Moskow Corporation  
The Tannery Marketplace  
2 Federal St, 2nd Floor  
Newburyport, MA 01950

April 26, 2017

Andrew R. Port AICP  
Director of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear RFP Review and Selection Committee:

As a resident of Ward 2 and parent of former Brown School students, I am writing to express my enthusiastic support of the YWCA's application to convert the Brown School into affordable housing.

First, I strongly believe that the Brown School should be converted to affordable housing. It is something that the City needs and this is a good opportunity for Newburyport to make good on their promise to develop at least 40 units each year. I feel this way even if it means accepting a lower bid price for the building.

Secondly, the YWCA has an excellent track record of managing affordable housing units and tenants for 130 years. I believe the YWCA is the best candidate to manage this project. I know that the management will be responsible to the local community as the board members live and work in our community.

Equally important is the YWCA's connection to social service agencies, religious institutions, businesses and community resources necessary to help low income tenants succeed. The organization also has an established relationship with Newburyport Youth Services that would also remain at the Brown School.

Finally, I support the mission of the YWCA to eliminate racism, empower women and promote peace, justice, freedom and dignity for all. The YWCA fulfills that mission through quality affordable housing that improves the lives of its tenants.

I strongly encourage the committee to accept the proposal by the YWCA Greater Newburyport to develop the Brown School.

Sincerely,

  
Jean Berger

Green Jean's Design & Horticulture Services  
31-33 Middle Street  
Newburyport, MA 01950

eliminating racism  
empowering women  
**ywca**  
greater newburyport

July 12, 2017

Andrew Port, Director  
Office of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear Mr. Port and Members of the Committee,

The YWCA and L.D. Russo thank you and the committee for your interest in our proposal, and for taking the time to meet with Lou Russo and Nat Coughlin at City Hall. The group raised several excellent points and questions. We hope our answers helped support the case for bringing affordable senior housing to the Brown School. There were a few follow up items requested of us at that meeting, and we will attempt to address them in this letter. As always, don't hesitate to bring any additional questions or requests to our attention.

*1) Confirmation that DHCD is supportive of senior housing projects and projects like the Brown School proposal:*

The proposed program for the Brown School fits a number of specific targets for DHCD's housing priorities, including (but not limited to) it's focus on seniors and low-income residents. Our development team works hard to ensure that we propose projects that meet and exceed DHCD's targets in as many areas as possible. The demographic realities of an aging population and the ever-increasing cost of housing in Massachusetts has put senior housing squarely in DHCD's core target area.

The following is a quote directly from the 2017 QAP (guidance document for Low Income Housing Tax Credits and affordable housing funding applicants), in the section titled *Priority categories for funding* "1) Housing for **extremely low-income individuals** (ELI), families, **and seniors** earning less than 30 percent of area median income with a particular focus on those who are homeless or at risk of homelessness. Projects in this category must be supported by tenant services and include at least 20 percent ELI units. Projects can serve families or individuals, **seniors**, persons with disabilities, and persons with special needs."

As Andy Egmont noted at the interview, the YWCA has been a leader in pushing projects to serve ELI residents and seniors, which both fit into DHCD's top stated priorities. The 11 Market Street project and Salisbury Square project both served ELI populations in excess of the DHCD's base guidelines.

The 2017 QAP also includes an increased focus on tenant supportive services, particularly for seniors. "In 2017, the requirement that services be provided will be mandatory for developers of senior housing. Any developers seeking funds for senior housing projects in 2017 must provide a highly-developed service plan for the tenants who will live in the project. The Department wishes to ensure that this potentially vulnerable population - ongoing and increasingly frail seniors - is provided with housing, but also with services necessary to ensure their safety and enhance their quality of life"

The YWCA has a long history of providing supportive services and building networks of local support organizations to provide for the needs of its residents and target demographics. The YWCA has a strong working relationship with Elder Services of the Merrimack Valley (ESMV). Working with ESMV, the YWCA will be able to coordinate both case management services along with direct care provided by ESMV or one of their providers. The YWCA has strong working relationships with many direct care providers in this area who will be able to support seniors in their housing. In addition, YWCA will work to help seniors access its fitness programs at Market Street. Fitness activities help seniors maintain good mental and physical health. With its strong resume in this area, the YWCA is extremely well positioned to prepare a Brown School program that will exceed DHCD's requirements, increasing the strength of our funding application.

It's also worth noting that DHCD has placed an increasing priority on projects and developers who can manage costs while meeting the many guidelines and standards required by the funders. L.D. Russo has built a reputation of being a development partner that can manage costs and make smart decisions which has helped make our affordable housing applications of interest to DHCD. L.D. Russo is both a developer of housing and a general contractor, and this vertical integration brings cost controls and reliability that reduce risk, save time, and simplify the design and construction processes.

This project will also fit DHCD priorities around green building and sustainability, density, walkability and access to public transportation, services, and jobs among others.

*2) Affirmation of likelihood of award in two funding rounds: (statistical)*

The realities of affordable housing are that there are more impactful projects every application round than there are funds, so projects are almost never funded on the first application round at DHCD. However, strong projects that hit DHCD's targets and make strong and efficient use of funding have historically had a high likelihood of award on the second funding round.

L.D. Russo has brought three applications to funding with DHCD and is waiting on a fourth. Of the three, two were funded in two rounds. As we explained at the recent interview, the third project, Ivory Keys, was pushed to a third round in large part due to complications related directly to the state historic tax credit program, which is not a funding tool we will be using at the Brown School.

One of our development consultants, Wendy Cohen, worked at DHCD supervising the LIHTC program for many years, and has years of experience of seeing funding rounds reviewed and awarded. She would tell you that strong mayoral and City support and advocacy is one key to a fast award, but even then it is not a guaranty given the level of demand for resources. Also, the resources we are requesting and the development plan also affect project feasibility and thus fundability.

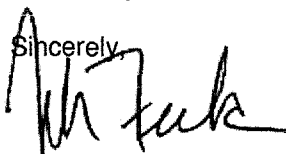
In addition to the items above, I would like to re-affirm the YWCA's commitment to actively reach out to the community to build support and answer concerns throughout this process. We have a deep-rooted support network in the community, including many South End residents. In Salisbury, we met with residents several times to listen to their questions and address their concerns. In that case, our project even required a Town Meeting vote of approval and achieved approval with nearly unanimous support!

The Brown School represents a unique opportunity for the City to make a meaningful addition to its affordable housing resources.

There are only a handful of properties left in Newburyport that would allow a significant multifamily development, and as we have seen time and time again, the lure of condominiums and market rate development is so strong that affordable housing will never be more than an obligatory component to a market rate project. This approach alone is not capable of achieving the City's affordable housing goals nor does it address the needs of the lowest income households (such as seniors on fixed incomes).

I hope you will select us to be the City's partner in putting this building back to work for the community.

Sincerely,

A handwritten signature in black ink, appearing to read "John Feehan", written over the word "Sincerely,".

John Feehan  
Executive Director

**eliminating racism  
empowering women**

**ywca**

**Greater Newburyport**

**YWCA Greater  
Newburyport**

13 Market Street  
Newburyport, MA 01950  
P 978.465.9922

**YWCA**

**Children's Center**

131/2 Pond Street  
Newburyport, MA 01950  
P 978.225.6210

October 4, 2017

Mr. Andrew Port  
City of Newburyport Planning Department  
Newburyport City Hall  
Newburyport, MA 01950

Dear Andrew,

Thank you for your request for additional information regarding our proposal on the Brown School. We will respond below to your questions regarding the existing boiler system and the proposed development schedule. The Brown school represents a unique opportunity for the City to pursue its affordable housing priorities while preserving the Historic school and we hope the committee will favor us with selection to make this opportunity a reality.

**Repairs:**

You have expressed that the possibility of a major repair cost for the boilers is a concern. The school has been kept in partial use for many years with no major investments, and it is true that the systems are aged.

The NYS is expected to continue to use the gymnasium during this period and will retain the gymnasium for the long run, and plans to keep first floor offices in the school until development requires relocation. It is our understanding that the City intends to carry the ongoing costs of use, fuel, electric, etc. and regular/seasonal maintenance

As we indicated in the interview with the committee, we are open to sharing in the financial cost of any unforeseen boiler repair needs.

Initially, we would recommend that the upper two floors of the Brown school be winterized and not used. This will result in a significant reduction in the City's cost to heat this building, and reduces significantly any unnecessary wear and tear on the boiler.

In the event of a boiler failure or significant repair event, there are several likely options we could consider with the City.

- Temporary heat units are commonly used in construction, temporary offices, classrooms etc. Two or three heaters would be adequate, and run on natural gas, which there is at the Brown school, at a very reasonable operating cost. We have done preliminary investigation, and believe temporary heaters could be rented and installed for roughly \$10,000 per winter season.
- Depending on the situation, a band aid solution would identify the minimum work or repair required to maintain the boiler through the heating season(s) until closing.

As regards the cost of any emergency repairs, the YWCA proposes the following arrangement:

- YWCA would approach the Affordable Housing Trust, who has indicated they would be open to this type of application if it facilitates the creation of affordable housing units in Newburyport to fund the cost of repairs up to \$25,000.
- If the repairs exceed \$25,000, The YWCA will bear 70% of any unexpected repair or temporary replacement cost, up to \$50,000, to maintain uninterrupted NYS use of the gym and first floor offices. The YWCA will agree to increase the purchase price by the amount incurred, and will spend those funds on emergency repairs as an advance on the purchase.

**Schedule:**

You also requested an update of the development schedule. Our original RFP response included a schedule based on a selection by the City in June of 2017. Since that schedule has changed, the project may not make the deadline for the DHCD pre-application in late 2017, which would prevent us from entering the February 2018 One Stop round. It is not impossible, but the zoning, approvals, and numerous other factors that go into preparing an application make it much less likely at this late date. We are prepared to proceed quickly into the zoning and application process upon award of this RFP.

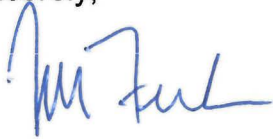
If we are able to gain acceptance through this year's pre-application, the timeline in our original proposal would still be correct. Assuming two funding applications, construction start was anticipated for Winter 2019/20 and the project would be fully leased in the spring of 2021.



If we miss the 2017 pre-application approval, then the entire schedule would be moved back 1 year. This project will meet many of DHCD's development priorities and should enjoy their strong support. As noted earlier, both YWCA applications to DHCD have been funded in the second round. The reality of the funding cycle continues to be that it is very rare for a project to be funded in only one round.

Thank you for your continued interest and please be sure to let us know what other questions we can answer in support of our proposal.

Sincerely,

A handwritten signature in blue ink, appearing to read "John Feehan", is written over the "Sincerely," text.

John Feehan  
Executive Director  
YWCA Greater Newburyport