

**Joint meeting
Ipswich Housing Partnership
Ipswich Affordable Housing Trust Fund Board
Wednesday, April 27, 2016, 7:30 AM
Room 129, Planning Dept. Conference Room, Town Hall**

Members of IHP present: Jim Kroesser, Ed Dick, Don Greenough
Members of AHTFB present: Nishan Mootafian, Jim Kroesser, Ethan Parsons
Staff present: Ethan Parsons, Terry Anderson

MINUTES

1. Citizen queries

None.

2. Approval of minutes of March 23 by IHP and AHTFB

For the Trust, Mootafian moved and Kroesser seconded approval, with a unanimous positive vote. We lacked a quorum of the Partnership.

3. Discussion: 48 Market Street, Nicole and John Robie, owners—10 new construction rental units

The Robies were present to answer questions about their proposed multifamily development project at 48 Market Street. To meet the public benefit requirement dictated by Section VI, Footnote 11 of the bylaw, the Robies offered to restrict one of the apartments as affordable (as opposed to exercising their option to make an \$80,000 payment to the Town), plus make a payment of \$15,000 to the Trust under the Footnote 11 requirement. The restricted unit will float if needed and will be on the first floor and will be handicapped accessible. Further public benefit was seen in the fact that all eight new units will be one-bedroom (a size in short supply) and four will be accessible. The rents will be fairly in line with the affordable rents for a one-bedroom unit. All of this found consensus and Parsons was asked to convey this to the Planning Board.

4. Discussion: 6-8 First Street—Habitat's selection criteria for buyers; Don Preston, Executive Director

Preston provided an update on the project: completed are framing, rough plumbing and electrical, blueboard and plastering, heating systems. A few changes were made to the original plans: a shower was added to the second bathroom in both units, the front entrance was changed to two private entries instead of a shared entry, studies on the third floor were changed to closets, they plan to demolish the garage in favor of more yard space, a fence will be erected in the rear to create separate yards. Credit was given to the Local 103 Electrical Union and to Scott Bennett, plumber/HVAC, for their donation of labor.

Preston commented that they would be happy to do another project in Ipswich, even before this one is finished. The members agreed to do a site visit after our meeting on May 25.

5. Discussion: 400 Colonial Drive #42—revised loan amount

I informed the members that we now have a revised cost estimate from Marc Simon that includes replacement of the complete heating system (rather than simply replacing the outdoor condenser).

Since only one quote has been received, the additional amount needed for the loan has not been determined. I will bring this information to our next meeting.

6. Discussion: 49 Washington Street—grant for permanent affordability restriction

Recognizing the value of a grant to obtain permanent affordability, Greenough nevertheless suggested that the request should come from the owners before any action is taken.

7. Discussion: 195-199 High Street—10 new rental units

Parsons reported that all units will be two-bedrooms, one of which will be restricted. The owner must provide the affordable unit, with no option to make a payment-in-lieu instead.

8. Discussion: 44 Brownville accessory building conversion

Parsons commented that the owner's plan to demolish the existing garage to enable construction of a slightly larger structure would probably not receive approval by the Planning Board because it would represent over-building on the small lot.

Greenough asked if a workshop for owners and developers would generate enough interest. The idea would be to invite Town personnel, architects, lawyers, and builders to participate and discuss, in general terms and based on recent approved projects, the parameters of successful applications. The goal would be to facilitate the process of obtaining approvals and to offer guidance on the most efficient ways to go about it.

A discussion ensued on whether footnote 11 of the bylaw should be revised or eliminated in favor of a Special Permit, which would enable the Partnership and the Planning Board to consider other factors, when reviewing applications, such as design, massing, etc. in terms of consistency with the neighborhood, degree of density on the lot, and others. The element most in need of attention is the fact that footnote 11 now allows a single unit or a three-family on a 9,000 sf lot but requires 12,000 sf for a two-family.

9. Discussion: re-capitalization of Trust

Kroesser asked what PIL fees might be in the pipeline. Parsons mentioned only the \$15,000 expected from the Old Town Hall project. Glenn Gibbs had mentioned others in an earlier meeting but none are expected to come in earlier than the end of the year. I announced that the balance of the Trust when the current projects are completed by July would be approximately \$23,000.

10. Goals for FY 2017

Greenough asked Mootafian if any action is taking place on the effort to have the Community Preservation Act accepted. Mootafian said he would talk to Robin Crosbie about it. Dick suggested considering the development of affordable units behind the new public safety building. Greenough mentioned the possibility of using the current site of the police station once they have moved to the new building.

11. Discussion: affordable Assisted Living facilities on the north shore

No discussion.

12. Community input/new business

None.

13. Next meeting date

The next meeting will be held at 7:30 AM on Wednesday, May 25.

14. Adjournment

The meeting adjourned at 8:50 AM.

Respectfully submitted by
Terry Anderson
Housing Coordinator
April 27, 2016