



# TOWN OF IPSWICH

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## IPSWICH, MASSACHUSETTS 01938

### Affordable Housing Trust Fund Board & Ipswich Housing Partnership Joint Meeting

#### Meeting Minutes

January 13<sup>th</sup>, 2022 7:30am

Virtual Zoom Meeting

**Ipswich Housing Partnership Attendees:** James Warner, Binni Hackett, Charlie Allen, Ken Redford, Stacey Pedrick, Don Greenough, and Patricia Valcour

**Affordable Housing Trust Fund Board Attendees:** James Warner, Sarah Player, Binni Hackett, Anthony Marino

**Guests:** none

**Staff:** Caja Johnson, Ethan Parsons

**Call to Order:** Quorum established for the AHTFB and IHP

**Meeting called to order:** 07:32am

**Citizens Queries:** none

**Adopted Minutes:** none. After review of 11/18/21 minutes, the Board and Partnership recommend members be separated. Johnson states she will edit and circulate.

**Updates, 98 Central Street:** Invoice from Joset Corporation (contractor) has been received. The \$2500 limit previously set by the Board and the Partnership for repairs at 98 Central Street Unit 1 has gone over in cost, by \$1022.00. The Trust Fund Board and the Partnership agree that in the future there will be a contract in place prior to the onset on the repairs, in order to avoid any overage in costs. Jim motions for the Affordable Housing Trust Fund Board to approve the invoice (\$3522.00). Sarah seconds. Discussion: Marino inquires about why there was an overage in cost. Johnson reports the contractors did not know until the work already began how much exactly the materials would be. Motion is passed, unanimously. Parson discusses the potential for a dewatering system. B dry is not feasible but possibly a sub pump.

**HOME funds:** Discussion surrounding being proactive, making sure we have a recipient for the 2022 funds, and utilizing these funds to leverage more rental units. Redford asks if these funds can be used for the MBTA Community initiative.

**MBTA Community:** Deadline for comment in May. Select board meeting required. Marino reports local Town managers are communicating and working together on a response. Parson states the Planning Department does not have the staffing to take on a project of this capacity. Maybe MAPC, MHP, Harborlight, and/or a private consultant would have the ability. Redford, Allen, and Player discuss funding available through MHP and community one-stop grants for MBTA communities.

**Oak Hill/Memorial Hall:** Player wonders how Oak Hill and Memorial Hall typically fund their projects and capital improvements. Discussion begins surrounding HUD funding, farmers home, and rural development. Warner is inclined to give some assistance. Greenough agrees but suggests the Board and Partnership are cautious. He adds, there is room to preserve existing housing. Marino inquires about the affordability expiration date of 2026 for the property. Warner suggests a substantial amount, potentially up to \$100,000. Discussion surrounding if these funds were to be allocated, what the contingencies would be (extension of the affordability expiration? capital improvements?) Allen asks if this would be a loan. What are the financial/capital needs? Are there loans still outstanding? Affordability should perpetuate at Memorial Hall/Oak Hill. Redford states it could be a risk if they sell. Charlie adds, it could also be a risk if they are dilapidated and do not have a choice. Valcour states Oak Hill and Memorial Hall intend to stay affordable. Is this a deferred payment loan? Player asks what the time frame would be. Marino suggests adding language that includes keeping these units on the subsidized housing inventory. A motion made by Marino and seconded by Player to offer a loan, in principle to Oak Hill/Memorial Hall. **The loan to be conditional upon all 32 units remaining affordable and on the subsidized housing inventory for the foreseeable future. Specific terms and actual amount to be determined.**

**Harborlight:** Potential sites are discussed (Elm St., Hammat St, High St., Washington street, EBSCO,) Allen asks the potential for senior housing. Marino states EBSCO is not interested in selling at this time. Warner asks when Harborlight will be submitting something to the Board and Partnership. Parsons suggests an Executive Session with Harborlight and Warner agrees.

**Current housing programs: Review and discussion:** Johnson opens up discussion surrounding current home housing programs. She suggests increasing hours for the Housing Coordinator position and states the housing programs are underutilized. Johnson requests that the housing programs and guidelines be reviewed and updated in order to maximize usage. Could we increase the amount of assistance offered throughout all of our housing programs? First Time homebuyers' program down payment assistance increase? Johnson will reach out to Mike Jones surrounding lending limit rehab loans. What are potential incentives for property owners to want to create more affordable housing?

**New Business:** none

**Meeting Adjourned** 09:15am