

**Joint meeting
Ipswich Housing Partnership
Ipswich Affordable Housing Trust Fund Board
Wednesday, January 24, 2018, 7:30 AM
Room 129, Planning Dept. Conference Room, Town Hall**

Members of IHP present: Jim Warner, Don Greenough, Jim Kroesser, Stacey Pedrick, Judy Field

Members of AHTFB present: Jim Warner, Nishan Mootafian, Jim Kroesser

Staff present: Terry Anderson, Ethan Parsons

Guests: Pam Simpson, Barbara Keenan Mahoney

MINUTES

1. Citizen queries

None.

2. Approval of minutes of November 22, 2017

For the Partnership, Kroesser moved and Warner seconded approval, with a unanimous vote to approve. For the Trust Fund board, Mootafian moved and Kroesser seconded approval, with a unanimous vote in favor.

3. Guest: Pam Simpson, Executive Director of Riverbend

Ms. Simpson reported that Riverbend has been enjoying an average 94% occupancy rate. They're having difficulty finding income-qualified applicants for the restricted units primarily for two reasons: a) if their income is too low to demonstrate the capacity to pay for both rent and services, they can't be considered, and b) if a family member contributes cash to help with the monthly cost, that amount is considered income for the applicant—which then often pushes her over the mandated income limit (\$36,200 at 50% AMI for one person). Anderson questioned whether it is necessary to include the family member's contribution, though Greenough thought so. Anderson will investigate further. Riverbend also includes actual interest received on investments or 2% as imputed income. At the moment, four of the eight restricted units are occupied by low-income people. The other four are occupied by market-rate people and thus are counted in the requirement for the payment-in-lieu. The demand seems to be well spread over all types of units.

4. Discussion: request for loan forgiveness from Barbara Keenan Mahoney

Barbara Keenan Mahoney was present and presented her request for forgiveness along with a considerable amount of background information, including recent property values. She pointed out that Mass Housing Partnership and Coastal First-time Homebuyer Program both include forgiveness as part of their guidelines. Greenough praised her for faithfully making payments on her mortgage and not resorting to re-financing (which would have potentially triggered re-payment). Kroesser and others expressed a mixture of support for forgiveness and insistence on re-payment. Warner requested confirmation on the Consortium's policy before asking for a vote on the matter. Anderson will follow-up. Pedrick suggested a partial re-payment.

5. Discussion: stipulate a repayment date for Trust loans?

After a wide-ranging discussion, it was clear that a consensus existed for imposing a requirement that all loans made with Trust money include re-payment after ten years of occupancy. New language to this

effect will be reviewed and then added to the legal documents. Also, re-payment will be required even if there are no proceeds from the sale of the property.

6. Update: Warner's approval of loan amount to Rebecca Miller

Anderson stated that Warner had approved the loan amount of \$8,500 in spite of the fact that Ms. Miller had changed her intention from investing \$8,500—a full match—to using only \$5,500 of her own funds. The \$8,500 amount had been approved at the November meeting. No objections were heard.

7. Discussion: restrictive bylaw language mandating inclusion of affordable units on SHI

The current bylaw requires that the mandated units in multi-family projects of ten units or more comply with LIP requirements such that they *could* be included on the inventory. However, the bylaw does not require SHI inclusion. The consensus was that it is preferable to have the flexibility to make a decision on a case-by-case basis as to whether to require inclusion of qualifying units on the SHI. It was recognized that a variety of circumstances do call for specific evaluations. The bylaw language will remain as is.

8. Update on 40B projects (Bruni, Essex Pastures; Mayer, Pleasant Street; Little, Town Farm Road)

Parsons reported that we have no new information about the Bruni project. The Mayer project is under peer review now. Nothing new is known about the Little project.

9. Discussion: 300 High Street—development potential for Town-owned parcel

There was nothing new to report about this parcel.

10. Community input/new business

Anderson passed out a letter written for project developers who have made payments-in-lieu to the fund. The letter expresses gratitude and mentions examples of how Trust money is spent. Warner signed them.

Parsons mentioned that he and Glenn Gibbs have been discussing relaxing the bylaw restrictions regarding parking requirements for residential developments in the Central Business and General Business zones. Greenough suggested that some research should be done to determine how many businesses are allowed to park off-site but within 500' of the residential property and how many do not qualify for this provision.

11. Next meeting date

The next meeting is scheduled for Wednesday, February 28, at 7:30 AM.

12. Adjournment

The meeting adjourned at 9:10 AM.

Respectfully submitted by
Terry Anderson
Housing Coordinator
January 24, 2018

Approved February 28, 2018