

# Minutes

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

**Date:** January 27, 2021 7:30 am    **Location:** Virtual Meeting Using Zoom

**Attendees:** Jim Warner, Don Greenough, Judy Field, Charles Allen, Binni Hackett, Tony Marino, Stacey Pedrick, Nishan Mootafin, Mike Jones, Rich Kallman    **Guests:** Maureen O'Hagan MCO, Karen Morand MCO, Allison Lex Action Inc, Jennifer Beloff Action Inc    **Residents:** Carl Gardner    **Staff:** Ethan Parsons, Christina Aubin

Call to Order: Quorums establish for both the IHP and AHTFB. Meeting called to order at 7:30 am

**Citizen's queries:** none

**Adoption of Minutes for December 30th** - In the minutes the market rate rent number given by Robert LeBlanc was given as \$ 2800 in minutes, Allen thinks this is incorrect and somewhere between \$1800 - \$2200. \*\*The fair market rate for a rental, according to the December meeting recording is "upwards of \$2100."

Motion to accept the minutes for December 30th with the check and correction, if needed, of the market-rate rent, was made by Mootafin for the AHTFB. Seconded by Charles Allen, all were in favor, motion passed.

Motion to accept the minutes for December 30th with the check and correction, if needed, of the market-rate rent, was made by Warner for the IHP, seconded by Piddock, all were in favor and the motion passed.

Adoption of Minutes from December 3<sup>rd</sup> meeting of the AHTFB. A motion to accept the minutes from December 3<sup>rd</sup> was made by Mootafin, seconded by Marino, all were in favor, the motion passed.

**98 Central** - It is anticipated that the sale of 98 Central will be completed on March 6th. Parsons gave a brief background timeline of 98 Central. Parsons would like the AHTFB to consider hiring MCO to sell 98 Central as an affordable property for the town.

O'Hagan and Morand of MCO reviewed MCO history and discussed the scope of the role MCO plays in selling affordable housing for the Boards. Allen asked if it were possible to restrict the unit to Ipswich residents? DHCD usually sets those rules. If it is one unit, they will not allow the unit to be kept local. The unit will be sold through an open lottery.

Parsons recommends the boards hire MCO to handle the sale of 98 Central. O'Hagan and Morand will put together a formal proposal for the IHP and AHTFB to review and vote on. Warner asked about the fee. O'Hagan said the fee is normally 2.5% of the sale price which is paid as part of the closing.

**98 Central Stairs** - The Board engaged in an in-depth conversation regarding the 98 Central stairs issue. The president of the condo association sent a letter stating he was given an estimate of \$19, 000 to repair the stairs and unit one's share is 6,200. The current owner of unit 1 does not have the funds for this project.

From the discussion, the AHTFB would like to get official quotes on doing the stairs from contractors. Finding out where this project stands with the other condo owners to gauge the need. Suggested

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sending Marc Simons over to check on what the stairs project entails, and he could report back on scope and pricing. They would check on financing options as well.

MCO will put together a proposal for the AHTFB to act as the selling agent.

**85 High Street** – The estimate for the rehab at 85 High is \$73,442.90. The Rehab program loan limit is \$30,000. The AHTFB sent Marc Simon to evaluate the property and he does not feel any work in the \$30,000 range would stabilize the property.

The IHP had a robust discussion of possible actions. Carl Gardner, a town resident, shared his interaction with this property. He had, in the past, tried to assist the property owner, however it never went anywhere. Parsons said she could be three units if they reconfigured the property if she decided to go this route. The group discussed possible scenarios that may work for the owner.

Motion: to deny the Rehab Loan for 85 High Street made by Mootafin. Seconded: by Marino. All were in favor of the motion it passed unanimously.

**29 Meadowview** – Update on the loan process. The check has been issued to the homeowner due to her paying the contractor herself.

**Action Inc** – Allison of Action Inc. spoke to the Board about the possibility of grant renewal. Action is seeking an additional \$90,000 to extend the program through March 2021. Allison presented the program details to date. The request and client stories were shared. Warner asked if funds would be returned. Allison replied if the group wanted it that way, then yes. Allen feels it is a good use of Trust Funds. Warner would like publicity/PR that would benefit the program and Trust Fund Board. Allison shared avenues Action had taken to publicized past projects. Allison Lex will work with Aubin on a PR program to inform the residents about the program.

Action: Motion made by Jones seconded by Mootafin for the Affordable Housing Trust Fund Board to contribute another \$90,000 to continue the COVID-19 assistance program through the end of March 2021. All AHTFB who were present were in favor (Marino had to leave the meeting earlier).

**Review of Inclusionary Housing Zoning** - Parsons shared information regarding the Inclusionary Housing Zoning's history and current efforts. Allen shared his spreadsheet and thoughts on the current payment in lieu situation and how to evolve it to better serve the community without squelching development. Warner expressed how helpful Allen has been to everyone working on this. Parsons gave an overview of where this is going with the Planning Board to get this issue to Town Meeting. Discussion of the presented spreadsheet. Parsons asked if the IHP and AHTFB were generally supportive of the direction of the Inclusionary Housing Zoning direction. Further discussion of this matter. Parsons said this is not an official vote but more of a plan to keep working with the Boards to develop the new Inclusionary Housing Zoning update.

**New Business** - none

**Meeting Adjourned** 9:18 am

Adopted: 2/24/2021