

**Joint meeting  
Ipswich Housing Partnership  
Ipswich Affordable Housing Trust Fund Board  
Wednesday, May 23, 2018, 7:30 AM  
Room 129, Planning Dept. Conference Room, Town Hall**

Members of IHP present: Jim Warner, Don Greenough, Jim Kroesser, Stacey Pedrick, Ed Dick, Binni Hackett, Judy Field, Rich Kallman, Mike Jones

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

Staff present: Terry Anderson

**MINUTES**

**1. Citizen queries**

None.

**2. Welcome to Tony Marino, Town Manager, new member of the Trust Fund Board**

Warner warmly welcomed Tony Marino to the Trust and Greenough expressed pleasure at Marino's willingness to participate.

**3. Approval of minutes of April 25, 2018**

For the Trust, Mootafian moved approval, Kroesser seconded, with a unanimous positive vote. For the Partnership, Greenough moved approval, Kallman seconded, with a unanimous positive vote.

**4. Discussion: proposed removal of restriction on 152 County Road (aka 2 Hemlock Drive), Lucas Wolf and Cheleste Thorpe, owners—represented by Rich Kallman**

Kallman explained that the owners' accessory building was originally occupied by their relative and that there has been a precedent for making a payment in order to be released from the Restriction (Winderlin). Rifkin's unit on Central Street was also released from the Restriction. The apartment is not now listed on the Subsidized Housing Inventory. Greenough spoke against allowing the release since the payment of \$15,000 would not be an adequate substitute for the continued existence of an affordable unit; and that the Restriction's income limit of 70% of AMI is attractive because it results in a rent level that is significantly lower than the market rate in that neighborhood.

Kroesser suggested recommending to the Planning Board that they establish a written policy on this issue rather than debating every time on a case-by-case basis. The policy should include a specific fixed fee that would be assessed when an applicant wants to be released from the Restriction. The fee should represent an equitable balance between substantially compensating the Trust and setting an amount that would be financially sensible for the owner. Kroesser made a motion that the Planning Board study the question and come to a conclusion. The motion was seconded by Greenough and passed on a unanimous vote.

**5. Discussion: Bruni 40B application (Essex Pastures, 28-44 Essex Road)**

Warner expressed his disappointment with the architectural design of the project and wondered whether there is any significant difference between the ostensibly affordable rents being proposed vs. market rents. Greenough believes the traffic study is flawed. He also feels that having a smaller project that includes a higher number of affordable units would represent a significant improvement in the quality of life for the low-income residents because, for example, there would be more space available

for outdoor activities for the families. He also recommended that we make our case to the Town's consultant who will be advocating at the ZBA meetings.

**6. Discussion: stable of contractors for rehab loan program**

Anderson explained that he is now performing virtually all of the roles an Owner's Representative would play and therefore recommended that it's not necessary to add that person to the mix. He said that removal of the requirement to obtain competitive bids would significantly streamline the program's construction process and the additional time involved for him would not be very substantial. Kallman cautioned that it might be difficult to recruit such a team because contractors are so busy these days. Field reported on her experience with Habitat in Peabody: that the pool of pre-qualified contractors were generally more available and that Habitat was very willing and able to engage on projects that only involved specific repair work on minor projects (as opposed to complete rehab or new construction). She recommended that we investigate Habitat's interest in pursuing a similar arrangement in Ipswich. The consensus was that we should proceed with implementing this plan.

**7. Community input/new business**

Greenough requested from Anderson financial status reports on alternating months.

**8. Next meeting date**

The next meeting will be June 27.

**9. Adjournment**

The meeting adjourned at 8:35.

Respectfully submitted by  
Terry Anderson, Housing Coordinator  
May 23, 2018

Approved July 25, 2018