

Date: January 15, 2019
Time: 7:00 PM
Location: Manchester Town Hall, Room 5
Present: Muffin Driscoll, Joan MacDonald, Sarah Mellish Chris Olney, Connie Sullivan, Technical Support Staff: Sue Brown
Absent: John Feuerbach, Nancy Hammond

I. Call meeting to order

The meeting was called to order at 7:00 PM by Connie Sullivan.

II. Public Comments

None

III. Approval of Minutes

Minutes of November 13, 2018 were approved as presented.

IV. Administrative

a. Overview of Technical Support Hours and Tasks

Sue provided an overview of hours and tasks from November 13, 2018 through January 11, 2019. Hours and tasks generally related to MAHT meeting, and meeting with DHCD regarding MHA site redevelopment. A missing or incorrect number was asked to be corrected and presented at next meeting.

b. Treasurers Report

Joan reported no change to the MAHT account. Balance remains at \$286,713.69.

V. CPC Funding Request

Joan reported that the CPC recommends funding of \$100,000 for the MAHT. Joan shared the list of projects considered and recommended by the CPC for 2019 Town Meeting vote. Funding from Surf Village project is not due until a Certificate of Occupancy is issued for the project.

VI. Update on DHCD meeting and follow up

Chris Olney, Sarah Mellish, Nancy Hammond, Greg Federspiel, and Sue Brown represented the MAHT, MHA and Town at the December 5, 2018 meeting with Amy Stitely (DHCD Associate Director, Division of Public Housing), Ryan Ambrose (DHCD Policy Development Manager and Legislative Liaison), Paul McPartland (DHCD Asset Management Coordinator), Representative Brad Hill and Chris Kenny (Assistant to Representative Hill).

Housing Authority budgets are typically around \$3,000 per unit per year (outside of utility cost – that account for around \$1,500 /yr/unit). In Manchester, the budget amount is covered by rents received by tenants and not by any State subsidy.

DHCD does not provide any funding for redevelopment, only for revitalization/ maintenance.

Local Housing Authorities (LHA) can legally work with partners to redevelop LHA properties. The redevelopment must maintain the same number of affordable units at the same subsidy level. LHAs have the right to provide 99 year ground leases to developers. Once a LHA ground leases to a developer, the LHA's role is just to assure that agreements are met.

Major challenge for redevelopment is to identify a feasible financial framework. The prevailing wage requirement of all public projects (including LHA projects) escalates development costs by around 150%. While legislation will not approve release from prevailing wage requirements to make a project financially feasible, release from other 30B procurement and contracting requirements however may be possible (ie: number of licensed vs training employees)

Towns and Municipal Housing Trusts can help make projects feasible by providing land, CPA or other funding and by providing appropriate zoning (to allow required density).

HOME funds, administered by the HOME Consortium may be another source of funding, up to \$300,000 once a project has been identified.

Trustees agreed that a next step would be for up to three Trustees to attend an MHA meeting to discuss steps each might take to advance the project. Sue will ask MHA for a meeting date when the MAHT can be on the agenda.

VII. Update on Pleasant Street Feasibility Study with MHP

The Massachusetts Housing Partnership has secured an Engineering Consultant (Bohler Engineering, MA) to provide the following scope of services in support of the Feasibility Study.

- Site visit to review existing conditions and identify physical constraints and design considerations followed by a meeting with Town Planner and DPW to review findings
- Review of municipal Zoning and Land Development Ordinances to establish the zoning and land development criteria
- Review of available GIS information to identify potential constraints or development impacts
- Investigate and verify utilities
- Prepare a Constraints / Analysis plan with bulk dimension zoning requirements, resource areas and associated buffers and a memo summarizing findings
- Prepare conceptual sketch plans for potential 40B residential developments that includes location and sizing of proposed buildings/uses, site access and circulation patterns and a development summary of each option

MHP will use the options to assess financial feasibility, and make recommendations regarding zoning, and next steps. Sue has asked for a project schedule.

VIII. NOFA

The Trust discussed and agreed on changes to the NOFA based on Shelly's recommendations. Chris will make the changes and Sue will distribute to Trustees. MAHT will vote on approval at next meeting. Chris will offer suggestion for determining potential value of deed restrictions. Sue will ask about posting requirements for the NOFA.

IX. Next Steps

1. Sue will adjust Technical Assistance hours and tasks report
2. Chris will update NOFA and Sue will circulate to the Trust.

3. Chris will identify options for valuing deed restrictions.
4. Sue will notify Trustees and post Pleasant Street site visit with Consultant and DPW when confirmed.
5. Sue will ask MHA when MAHT can be on agenda to discuss MHA site redevelopment options.

X. Next Meeting

Tuesday, February 12, 2019

XI. Adjourn

Connie adjourned the meeting at 8:07 pm.

Minutes recorded and submitted by: Sue Brown