

Date: April 16, 2019

Time: 7:00 PM

Location: Manchester Town Hall, Room 7

Present: Muffin Driscoll, John Feuerbach, Nancy Hammond, Joan MacDonald, Sarah Mellish, Chris Olney, Connie Sullivan, Technical Support Staff: Sue Brown

Guests: MHA: Irene Frontiero, Gretchen Wood, Sue Thorne, Habitat for Humanity North Shore: Don Preston, Krista Julien

Also attending: John Harden, Gary Gilbert

Absent:

## I. Call meeting to order

The meeting was called to order at 7:00 PM by John Feuerbach. Because there were a number of guests and everyone present introduced themselves.

John suggested taking agenda items out of order to address items of interest to invited guests first.

## II. Habitat for Humanity

Don Preston, Director of Habitat North Shore shared information about the organization and recent projects Habitat has been or is involved with. All projects serve households at 30-60%AMI (40% is roughly \$40K - \$60K annual income for family of four), are ownership, buyers identified through approved lottery process, all deed restricted (DHCD) in perpetuity.

- Ipswich – 2 unit Renovation, Tax Title Property, worked with AHT, received through RFP proposal, Received AHT and HOME funding
- Hamilton – 2 unit new build, 40B permit needed to overcome 2 unit on one property regulation, Rec'd \$280K from AHT, CPA, HOME and Bank Loan.
- Wenham – 2 units new build, foreclosed property was purchased by individual and then sold to H4H.
- Danvers – 2 units on Housing Authority property

H4H projects typically require free land, or subsidy to cover acquisition costs. Volunteers and pro-bono and/or reduced fee services help minimize the cost of construction. Financial assistance is also generally requested from municipal housing trusts, CPA, HOME, and banks. H4H identifies the buyer before the units is built so the Home-owner can take part in the building of the home.

The Trust asked that H4H stay in touch with the Trust as well as alert the Trust if any potential projects are identified in Manchester.

### **III. Update on MHA Meeting**

Sue Brown reviewed previous meetings, generally stating that the MAHT had over 18 months ago met with MHA board members and Director to discuss the idea of exploring opportunities for redeveloping MHA sites to improve and increase the number of units and create a sustainable funding framework. AHT members along with Town Administrator and Senator Tarr met with DHCD representatives in December. DHCD indicated they would support the Town, MHA and Trust's efforts and said the MHA has the legal authority to contract with others as needed to redevelop properties. The number of units and population served must be maintained.

The purpose of today's meeting is to discuss what needs to be considered as the MAHT and MHA work together to explore options.

- Any redevelopment would need to continue to serve seniors
- Need to be assured that a mix of incomes would work well
- It's also possible that 100% of units could be affordable
- Next steps could include a feasibility study to determine the capacity of a site
- Need to understand the program desired
- Recommend a subset of MHA and MAHT to meet to develop a program to propose to full boards

MHA will discuss the idea with its full board at an upcoming meeting and will get back to MAHT regarding outcome.

### **IV. Administrative**

#### **a. Overview of Technical Support Hours and Tasks**

Sue provided an overview of hours and tasks from March 18 through April 12, 2019. Hours and tasks generally related to MAHT meeting, correspondence and administrative tasks.

#### **b. Treasurers Report**

Joan reported account balance is \$286,718.69. The Trust discussed potential for creating income with money in account while retaining flexibility. Joan will do some research, including talking with investment advisor at Cape Ann Saving Bank and report back.

#### **c. Housing Caucus Update**

John provided a brief overview. It was a good opportunity to hear what other communities are doing. Rockport projects interesting, of a scale perhaps replicable in Manchester.

### **V. Update on Pleasant Street Feasibility Study with MHP**

Lucus Environmental delineated wetlands in late March. The memo identifying site constraints and other findings is expected within a week or so. Sue will distribute to the Trust as soon as it is received and will discuss at next meeting.

Sue had submitted an article to the Cricket to let residents know about the study.

### **VI. Notice of Funding Availability**

Trustees made minor changes to the NOFA based on Shelly's final review. Sue will make changes and circulate a clean document for approval at next meeting. Sue will also develop two applications, one for Rental Buydown and the other for other projects.

**VII. Next Steps**

1. Sue will circulate Pleasant Street Feasibility Study memo.
2. Sue will follow up with the MAHT following their meeting to discuss the redevelopment idea.
3. Sue will finalize the NOFA and develop applications and will share with Trustees.
4. Sue will check with Shelly regarding how to announce NOFA.
5. Joan will research investment options and report back next meeting.
6. John will draft Cricket article for announcing NOFA. (from previous next steps list)

**VIII. Next Meeting**

Tuesday, May 14, 2019

**IX. Adjourn**

John adjourned the meeting at 9:00 pm.

Minutes recorded and submitted by: Sue Brown