

Date: June 14, 2018  
Time: 7:00 PM  
Location: Manchester Town Hall, Room 5  
Present: Muffin Driscoll, John Feuerbach, Joan MacDonald, Sarah Mellish, Chris Olney, Connie Sullivan, Technical Support Staff: Sue Brown  
Absent: Nancy Hammond  
Guests: Maureen McCarthy

## **I. Call meeting to order**

The meeting was called to order at 7:00 PM by John Feuerbach.

John suggested and Trustees agreed to move Item VI – follow up on potential 40B project at 84, 86 and 90 School Street to the top of the agenda.

Court Reporter, Wendy Thomas introduced herself and confirmed she would be recording that portion of meeting addressing the Potential 40 B project on School Street, that her services were on behalf of Mrs. McCarthy and that she would circulate a pdf copy of the recorded meeting to the Trust.

Christine Delisio also recorded some sections of the meeting.

## **II. Follow up on potential 40B project at 84,86 and 90 School Street**

John announced format and expectations for the presentation and question and answer session. John asked that all participants be civil and respectful. John stated he appreciated the presentation and the opportunity it provided to the Trust and community members to understand the project. He also stated that the Trust would not be taking any further action on the potential project at this time.

John then provided a brief overview of 40B: the objective and process.

Maureen McCarthy introduced herself and questioned why she would present to the Trust if the Trust is not willing to offer support. Connie responded that while the Trust is not a permitting body, members of the Trust represent other boards that may be involved and those Trustees can share information about the project with those Boards.

Maureen passed out copies of her proposal to community members, provided a brief personal background and presented three options that she was considering. She also noted that she would be looking for only full year leases and planned to discontinue short term rentals.

Option A: Maureen noted this was the preferable option for her as it would be eligible for 90% financing from the subsidizing agency. This option would result in 3 Affordable Units, one on each property, all 12 units would be eligible for Subsidized Housing Inventory (SHI).

90 School Street would be divided into two lots. The existing home would not be considered part of the Comprehensive Plan. A new 4,750 sq ft building on the back lot would house four 2-BR units.

86 School Street would be converted from 2 –family to a four-family. It would require converting the third floor to a unit and an 1,100 sq ft addition.

84 School Street would be converted from a single family to a three-family. It would require a 1,500 square foot addition.

Option B: This option results in 9 units and, provides for 1 Affordable Unit with 3 units eligible for SHI.

90 School Street would be divided into two lots. The existing home would not be considered part of the Comprehensive Plan. A new 4,050 sq ft building on the back lot would house three 2-BR units.

86 School Street would be converted from 2 –family to a three-family. It would require converting the third floor to a 2-BR unit. The Affordable Unit would be within this home.

84 School Street would be converted from a single family to a two-family. It would require a 1,500 square foot addition.

Option C: This option results in 8 units, provides for 1 Affordable Unit with 3 Units eligible for SHI.

90 School Street would be divided into two lots. The existing home would not be considered part of the Comprehensive Plan. A new 4,050 sq ft building on the back lot would house two 3-BR units.

86 School Street would be converted from 2 –family to a three-family. It would require converting the third floor to a 2-BR unit. The Affordable Unit would be within this home.

84 School Street would be converted from a single family to a two family. It would require a 1,500 square foot addition.

Maureen then discussed community character and shared a series of images to indicate the size, type and development patterns of housing in the neighborhood. She noted that she feels the project as proposed would with existing community character.

John invited Trustees and then others in attendance to ask questions to the Chair. The Chair directed questions to Mrs. McCarthy as needed. Discussion points included:

Difference of opinions regarding how many lots were known as 90 School Street

Traffic safety

Parking concerns, ability to drive out vs back out

Maureen asked what next steps would be. Trustees responded that there would not be further steps from the Trust beyond sharing information with other Boards when asked. Maureen noted that she would be working with an attorney and the State to submit an application for Project Determination within the next few weeks.

John closed the listening session, thanking the proponent and community members.

### **III. Administrative Overview**

- a. **Approval of Minutes:** Minutes of 5/8/2018 were approved as presented.
- b. **Treasurer's Report:** Joan reported that there had been no changes to the account since the May 8, 2018. Joan will check with Treasurer to find out amount to be transferred at end of year.

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

Sue provided an overview of hours and tasks from May 7 through June 8. She noted that after meeting with Andrew and Nancy at Newport Park, Andrew asked permission to inquire with the

State about interest in a project at this site. He reported back that the State was interested in moving forward with an investigation of feasibility of redevelopment. Sue noted home-ownership and rental programs research, and correspondence with trust members accounted for balance of time.

#### **V. Review and Approval of CPC Agreement**

Trustees discussed CPC Agreement with deletion of language regarding density. Removing density language would provide the Trust with the most flexibility. Language remains regarding “neighborhood scale” development.

Revised CPC Agreement will be shared with CPC. If acceptable will be signed and delivered to CPC.

#### **VI. Discussion of potential Rental and Ownership Housing Programs**

Sue shared matrix of programs from other communities. She also shared LIP Program Applications that need to be submitted to DHCD for Affordable Units to be counted on SHI. Trustees discussed Program ideas and agreed that ownership and rental programs be pursued. Subsidy amounts were discussed. Members agree that flexibility is important. It was noted that the Program Applications shared seemed to be for specific projects, and not for a program. Sue will check with DHCD to confirm if “program” or just “projects” need DHCD approval.

#### **VII. Next Steps**

1. Sue will share the CPC Agreement with CPC.
2. Sue will confirm with DHCD what the application is for and the process needed. Sue will ask if Shelly (MHP) can attend the next meeting to provide guidance.
3. John and Chris will draft outline of programs to discuss at next meeting.

#### **VIII. Next Meetings**

Tuesday, June 26 to discuss “program” ideas and vote on transfer of funds for technical support

Tuesday, July 10 at 7 PM

#### **IX. Adjourn**

John adjourned the meeting at 8:49 pm.

Minutes recorded and submitted by: Sue Brown