

**Joint meeting
Ipswich Housing Partnership
Ipswich Affordable Housing Trust Fund Board
Wednesday, March 28, 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

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

Staff present: Glenn Gibbs, Terry Anderson, Ethan Parsons

MINUTES

1. Citizen queries

None.

2. Approval of minutes of February 28, 2018

For the Partnership and the Trust, Kroesser moved approval of the minutes. For the Partnership, Greenough seconded and for the Trust, Warner seconded, and the vote was unanimous in favor.

3. Discussion: Ipswich Subsidized Housing Inventory (SHI) – current practices for adding local units to the SHI and potential outreach to DHCD regarding making process less onerous for owners

The discussion centered on determining the best methods for convincing DHCD to change or eliminate the requirements for a 60-day marketing period and a lottery. Kroesser suggested that we enlist other towns to help with the effort. Greenough asked if the Consortium would favor this change in the regulations. Dick proposed maintaining two lists—the SHI itself and another that would show affordable units that are not included in the SHI—particularly to help with educating the public on how extensive our total inventory of affordable units actually is. Warner pointed out that the positive value of the lottery is that it ensures that the unit is marketed fairly and universally available to all. Gibbs offered to talk to Clark Zeigler, mentioned that efforts have been made to have accessory apartments included on the SHI, and asked that the Partnership take a strong position on the improvements that should be made to the proposed Essex Pastures project (Bruni) when that project is submitted to the ZBA.

4. Discussion: Proposed zoning amendment to density maximum for multi-family/residential mixed uses in CB & GB Districts – May 8 town meeting

Gibbs explained that the proposed amendment would allow for increased density under footnote 11 in the center of town. He also said it would open up more flexibility in the parking requirements which would help mixed-use development—especially residential units above commercial space. Dick pointed out that it would provide for more affordable opportunities. Warner noted that there was a strong consensus in favor the amendment.

5. Discussion: Proposed revisions to Planning Board Payment-in-lieu regulations

The proposed revision would cap the amount of the payment if additional open space or moderate-income units—or a combination of the two—are provided in the project. These items would represent additional public benefits which then justify the reduced payment. Greenough objected on the grounds that this approach is skewed too much toward favoring open space and not enough toward supporting affordable housing. Warner asked if the moderate-income benchmark (120% of AMI) for the creation of moderately priced housing would interfere with our ability to use the tighter restriction of 80% AMI at

other sites. Gibbs felt the likelihood of this provision being applied to other projects is low because of the lack of large parcels being available.

6. Discussion: Trust Fund Board's two vacancies—including Town Manager designee

Gibbs questioned whether the board lacks two members—or just one. Anderson was assuming that Mike Jones had resigned, which would mean there are two vacancies. If he is still active, then only one seat needs to be filled. No candidates were mentioned.

7. Discussion: change rehab program procedure: initiate stable of approved contractors

Anderson explained that the way the program is presently structured, the process of obtaining quotes and getting the rehab work completed is cumbersome and too challenging for the owners, most of whom have no experience with these tasks. One possible improvement would be to act as the general contractor and use a limited number of trusted sub-contractors on a regular basis rather than having to get competitive bids for every trade on every occasion. However, this would present a potential roadblock in terms of public bidding requirements. Dick suggested having 3-6 general contractors who are approved in advance and who would consider their assignment on these projects as evidence of their commitment to 'community support.' Warner and Pedrick were strongly against Anderson's acting in the role of general contractor due to excessive time requirements and liability issues. Warner suggested hiring an Owner's Representative who would locate the contractors and handle the bidding process and approve the work and requisitions. He also suggested talking to Marc Simon and Tom Mayo to see if they have ideas and might be interested in such a role.

8. Community input/new business—a) response to inquiries on SHI; and b) possible inclusion of 500 Colonial Drive #109 on SHI

Both of these items were considered in the discussion of the SHI (#3 above). No action was recommended.

Anderson announced that the management of Riverbend is interested in pursuing a change in the criteria they use for qualifying prospective tenants by income—i.e. to eliminate consideration of family support for the prospect. This would make it easier to fill the affordable units.

9. Next meeting date

The next meeting will be Wednesday, April 25, 2018 at 730 AM.

10. Adjournment

The meeting adjourned at 9:00.

Respectfully submitted by
Terry Anderson
Housing Coordinator
March 28, 2018

Approved April 25, 2018