

Minutes of Manchester Affordable Housing Trust Joint with MHA

APPROVED

Date: March 15, 2022

Time: 6:00 PM

Location: Virtual Meeting through Zoom as posted

Present: MAHT: Muffin Driscoll, John Feuerbach, Peggy Hegarty-Steck, Joan McDonald, Sarah Mellish, Gretchen Wood, Technical Support Staff: Sue Brown

MHA: Beth Heisey, Elaine Persons Gretchen Wood, Executive Director: Irene Frontiero

Absent: MAHT: Chris Olney

MHA: John Kenney, Catherine Erickson

Guest: Mickey Northcutt, North Shore Community Development Coalition

I. Call to Order

John called the MAHT Meeting to order at 6:35 with a roll call vote, noting it was a joint meeting with the Manchester Housing Authority. Elaine called the MHA meeting to order at 6:06 with a roll call vote.

John noted that he would take the items out of order.

II. Update Powder House Lane including vote to approve Affordable Housing Restriction

John welcomed and thanked Mickey Northcutt, Executive Director of North Shore CDC for coming to provide an update. Mickey reported:

Peabody Properties is the property manager and is responsible for operations and for renting new units as they come available as described in NSCDC's Affirmative Fair Housing Marking Plan (AFHMP) and Tenant Selection Plan (TSP).

To date five units have been filled with income qualified households at or below 60% and the sixth is being prepared for a new renter that will be chosen from the Pre-Qualified Applicant Waiting List.

The complex and units are in generally good shape though a number of the property's systems are aged and will need to be replaced likely within five years or so as part of a more comprehensive improvement project.

In response to a question about remaining tenants and the possibility of units being placed on the SHI, Mickey noted that at the time of purchase, a brief survey indicated that 10 of the 19 tenants were likely over income. There are no efforts to remove any tenants in order to re-lease the apartment including those that are over income. North Shore CDC has had multiple conversations with DHCD regarding their policy that does not allow existing income qualified household units to be placed on the SHI. DHCD, however has not changed the policy and therefor units cannot be counted until they have been re-leased according to the rules and procedures of the AFHMP and TSP.

Mickey confirmed that while the MOU and the draft AHR require affordability to be at or below 80% AMI, NSCDC has elected to rent only to households at or below 60%. Further, NSCDC anticipates over time the household income mix will reflect the typical NSCDC model of around ¼ at or below 30%, ¼ at or below 50% and half at or below 60% AMI.

John and Sue have been working with the Trust's attorney, Mickey and NSCDC attorney to finalize the AHR. Mickey indicated NSCDC's preference to keep the term of the restriction at 20% so the Coalition would be able to offer "perpetuity" to new funders when looking to redevelop.

Mickey will connect property manager with Sue so appropriate links and documents such as tenant applications can be placed on MAHT website.

III. Discussion of MAHT MHA Housing Redevelopment Project

a. Neighborhood Concerns

While no neighbors were present at the meeting, Sue reported that neighbors of Loading Place Road have indicated they are concerned about environmental and community impacts.

A resident also requested that the resident surveys be analyzed more deeply to produce some "findings". In particular the responses that are not qualitative are still relevant and he would like some documentation or possibly ranking of issues. Following a discussion MHA and MAHT members agreed that this level of work may be more appropriate of a selected development partner as it would help inform their approach to redevelopment.

b. Request for Proposals (RFP)

John reported that the draft RFP had been submitted to DHCD for comments and to ensure that DHCD is well aware of MHA and MAHT efforts and to confirm that the RFP is appropriately reflecting DHCD's role and participation in the process.

DHCD reported today that they would expect to have comments to the MHA and MAHT by tomorrow (3/16). If comments are received and they don't require any substantive change, the Board and Trust may choose to meet before the next monthly meeting to resolve and vote to issue the RFP.

The MHA voted by roll call to adjourn the MHA meeting at 6:55 PM.

IV. Continued discussion of Powder House Lane and vote on AHR

Trustees offered comments including changing the number of required affordable units to 8 (as 7.25 must be rounded up) and requesting a term of "in perpetuity" on AHR that Sue will send to Attorney and NSCDC. Muffin moved and Sarah seconded a motion to authorize John to be signatory to the AHR as revised by the Trust provided that no substantive changes are made. The motion passed 6-0 by roll call vote, with Chris Olney absent.

V. Update on Emergency Rental and Mortgage Assistance Program

Peggy submitted and Sue distributed the Feb 25 update that showed \$114,325 has assisted 19 households. In response to a question regarding the need for more than the \$10,000 per

household cap, Peggy reported that households that needed more than that, generally needed significantly more and so are moved to other programs that are more appropriate.

VI. Administrative

a. Approval of Minutes (January 18, 2022)

Trustees approved Minutes of January 18, 2022 as submitted with 6-0 vote, Chris Olney being absent.

Technical Assistance Hours and Tasks

Sue averaged two hours a week since the last reporting primarily in preparation of minutes and RFP, administration and correspondence.

b. Treasurers Report

Joan reported that the only change in the account has been interest paid. The current balance is \$793,163.74.

Joan also reported the CPC recommended \$200,000 CPA funding for FY 2023. To date the Trust has received \$700,000 in CPA funds. Trustees discussed the importance of this funding noting that local support is important for leveraging other funding for projects.

VII. Discussion of Planning Efforts as may be relevant

Sue provided a brief update on the changes to MGL Chapter 40A that requires MBTA communities (which Manchester is) to allow multi-family zoning by right in a minimum 50 acre district within ½ mile of the commuter rail station. The Select Board will be hosting a community forum to present the details and begin the community conversation on March 22nd.

Sue offered that this requirement is an opportunity for the Town to create more housing options in the downtown including affordable housing.

The Town has two years to create zoning that meets the state's requirements.

VIII. Other matters, as may not have been reasonably anticipated by the Chair (Discussion only)

None

IX. Next Meeting Date and Adjourn

The next meeting date was set for Thursday, April 21st at 5:30. It will be a joint meeting of the Trust and Housing Authority.

Meeting minutes submitted by Sue Brown

Meeting minutes approved at MAHT meeting of April 21, 2022