



DANVERS AFFORDABLE HOUSING TRUST

TOWN HALL, DANVERS, MASSACHUSETTS 01923
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Minutes January 18, 2017

Danvers Affordable Housing Trust: Gardner Trask, John Alden, Don Gates, Stacey Bernson and Tish Lentine

Staff: Susan Fletcher and Francine Butler

Also Attending: John Zavaglia

PowerPoint Presentation for the Board of Selectmen

The draft PowerPoint presentation was distributed to the Board.

Lentine asked if the Housing Production Plan needed to be explained. Alden felt they did not need to do this. Fletcher said she could send the strategies of the Housing Production Plan to the Board.

The Board felt the last bullet on the first page was a good segue to prevailing wage.

There was a discussion whether 24 Cherry Street should be listed on the PowerPoint, and it was decided to keep it in.

Trask said that the Trust provided procedural assistance was given to the project at 78 Holten Street.

Fletcher asked the Board if they wanted to note the average lot size for this area which is 8,000 to 9,640. Trask asked if they wanted to say that the lot was undersized. Alden felt the size of the lot should not be emphasized.

Fletcher said that she and John had met with the building inspector and he has confirmed that it is a buildable lot and would not need any relief from the ZBA.

Trask asked if they should ask the Town to waive the permitting and development fees. Fletcher said that she confirmed that the building permits would run somewhere between \$2,200 and \$2,600.

Gates said if the land was transferred to the Trust, waiving the fees may be too much of an ask.

Alden asked the Board if they should consider encouraging the permit fees to be waived to encourage a builder to hop on board.

Bernson suggested reducing permitting fees as an option instead of waiving the fees.

Trask suggested that these fees could become part of the assistance from the Trust.

It was decided to leave the permitting fees out of the discussion.

Fletcher felt that they need to include the timetable for the project if the students at Essex Tech are going to participate. Trask asked the Board if they wanted a page that showed the outreach to Essex Tech.

Alden said that the Tech needs to jump on board in April. The developers need to be aware that this land is available to start the project in July.

The timeline was discussed to present to the Selectmen. They want to sell the fact that this will involve all of the trades at the school.

Alden said that the project needs to start with students in September, and we need commitments by a certain time.

Trask felt they need commitments by March. They need to know that this project will happen in order to move forward.

There was a discussion regarding the timeline.

Alden pointed out that the students will work through the winter.

Bernson felt they should have a header in order to meet the timelines to explain the accelerated timeline.

A new page on the PowerPoint would set forth the target dates as follows:

February	approval and transfer by the Selectmen to the Trust
March	RFP is issued
April	selection of developer and commitment from the Tech
May	transfer of property to the developer
June	permitting
July – August	site prep and foundation
September – June	construction
June	target occupancy

They felt a bullet should be shown that this property will be eligible to be included on the SHI.

There was a discussion regarding the requirement that a Danvers resident be placed in the home, since this would disqualify the property being put on the SHI. Alden felt if it was required to have a Danvers resident, the project would help with social need, but it would not help the Town's affordable housing numbers.

Alden asked what they should say if the Selectmen want to place a dollar value on this lot. Fletcher said that the property was assessed at \$182,000. She felt these questions would come up without being included in the PowerPoint.

Alden said that as a Board there had been discussion of what the Trust would consider contributing for this project.

Fletcher felt that since they were not pressuring the Selectmen for a decision, they would have time to think about this.

Trask said that they did pay funds for Coolidge Road and this may be the precedent.

John Zavaglia confirmed some of the points that were discussed.

The meeting adjourned at 8:30 p.m.

Tish Lentine