



DANVERS AFFORDABLE HOUSING TRUST

TOWN HALL, DANVERS, MASSACHUSETTS 01923
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TOWN MANAGER'S CONFERENCE ROOM

Minutes

JANUARY 16, 2019

Danvers Affordable Housing Trust: Gardner Trask, John Alden, Don Gates, Stacey Bernson, Sally Calhoun, Carla King

Staff: Susan Fletcher and Francine Butler

Minutes of November 28, 2018

A motion was made, seconded and unanimously voted to approve the minutes of November 28, 2018.

Appointments to the Trust: Gardner Trask, Carla King

Trask told the Board that the Selectmen were asked to reappoint himself and King to the Trust which they did at the last Selectmen's meeting.

Vacancy on the Trust

Trask said that this was the last meeting for Calhoun. King said that she would miss her because she was supportive of her ideas. Calhoun said that she was going to have surgery resulting in missing a lot of meetings. She felt it was time to leave the Board. She has learned a lot, and it has been interesting. She will miss being on the Board, but she is still an advocate for housing.

Fletcher asked if anyone had suggestions for a new member.

Trask said that Bill Nicholson has expressed an interest in the past. Alden asked if the person had to be an attorney, or would a legal background be adequate. He was thinking about Christen Tipert who works at Attorney Gilmore's office. Fletcher asked Alden to reach out to her.

2020 Census

Fletcher gave the Board a handout from the Building Inspector's office showing the new housing units. She told the Board that Maloney is of the opinion that the Town will never

fall below the 10% threshold. Last year there was only an increase of one unit. One affordable unit eliminates 10 new units. Maloney said that a lot of houses have come down. He keeps track of this count. He makes sure they come off the housing inventory for the census.

Fletcher said that the Trust is here to create affordable housing. The Subsidized Housing Inventory (SHI) is not the only component. Fletcher said that Maloney updates the list and that it has been submitted monthly to the State.

Alden asked what was taken down in 2017 that the Town lost 27 housing units. Fletcher said that she would inquire.

Trask said that the chart showed a new gain of 107 residential units. If they have 11 units added to the SHI of affordable units, they are ahead on the SHI. Trask said that this shows that there is not an immediate pressure.

Alden said that this allows them to create affordable housing instead of being concerned strictly with numbers.

Fletcher said that the land owned by the Town on Jalbert was part of a cluster subdivision that needs to remain as open space.

Alden said that there are still other lots that they can look at.

Fletcher said that there is a lot up by the former King's Grant. There was a lot that was abandoned when the subdivision was completed. It is the same size as other lots around it.

Affordable Housing Development Since Trust Created

Trask asked which units shown on the list are the units that are on the DHCD created by the Trust. It was confirmed that Conifer Commons, 356 Andover Street, Venice Street and 78 Holten Street have been approved. Aria and 25 Cherry Street gave money. 114 Sylvan Street is close to being added to the SHI.

Trask confirmed that they would have to add 1,000 units to fall below the 10% threshold. Fletcher said that there could be a problem if the Federal Government and State decided to divest some of their land.

King asked about the project at 11 Nichols Street, and she was reminded that the project fell below the 5-unit requirement.

Fletcher said that the project at 114 Sylvan Street had 12 applicants, but only two qualified.

Update to Housing Production Plan

Fletcher showed the Board what they did originally for a request for quotes for the housing production plan. They need an update. This will be for what has been accomplished and what they need to accomplish.

She asked the Board for input of what should be included in this housing production plan. Fletcher asked Bernson if Peabody had updated their plan. Bernson said it was an update, but it was the same as doing a new production plan.

Fletcher asked if they used the same consultant. Bernson said that she emailed the consultant to see if they wanted to do an update of the plan. Fletcher said she would call the consultant to see what the cost would be.

Trask said that they should go through the housing production plan to see what they have done.

Calhoun pointed out that they have the new zoning changes that impacts the housing production plan.

Trask said that they now have a 40R Zone. Trask asked what the time frame would be if the fee was under \$10,000. Fletcher said that she could get that answer from the consultant. You would need to go out to the public and meet with the selectmen. This is what takes time. Fletcher felt it would take 3 to 5 months. She would ask the consultant.

Housing Production Plan: New Projects

No new projects.

Re-Use of HOME Funds

Fletcher said that this is a standing item since we have over \$100,000 of funds to be used. The Town of Danvers will lose these funds if they do not find a project or show where they can assign these funds. Alden confirmed that it was for bricks and mortar and the acquisition of land. Fletcher felt that offering the selectmen money for a lot would be a good move. She would send them information about the two lots that the town already owns. They may need some zoning relief. By the end of the day, the lots could be sold at a Town Meeting.

Alden asked if it has to go to Town Meeting if it is a tax taking. Fletcher said that Laurine Road did not have to go to Town Meeting due to the way it was taken. Fletcher said she would check with Town Counsel.

Alden asked if there were other options to use the money. Fletcher said that she was not aware of any.

Alden asked if they could approach the developer at 20 Locust Street and offer to purchase another unit and make it affordable. Could the HOME money be used this way? Fletcher confirmed this.

Trask asked if they could go to the Locust Street project and subsidize more affordable units in that building.

Alden explained that he previously meant buy down. He said that the target is to get more 50% and 60% units.

Trask confirmed that the money could be used for this.

Bernson said if the construction was subsidized, you could do long-term affordable.

Calhoun said that every condominium project is different. It would need to be a case by case confirmation. There are some condo developments where the master deed includes affordable units. There may also be a discount for condo fees.

Trask asked when the HOME funds needed to be used by. Fletcher said the funds would have to be encumbered by June 30th.

Trask asked if they could buy land without an immediate plan.

Fletcher said that this could happen as long as it was going to have an affordability restriction.

Bernson said that an affordability restriction could go on the deed.

Trask said it would be good to know the zone and whether zoning relief would be needed.

40B Audits

Fletcher told the Board that she is being consumed by the Martin Luther King event. She has the file on her desk. This is an ongoing agenda item.

Financial Report

Gates went over the financials.

Alden confirmed that the \$100,000 in HOME funds was not included in these funds. Fletcher confirmed this.

A motion was made, seconded and unanimously voted to approve the financial report dated January 14, 2019.

Old Business

King said that she has been to the Habitat for Humanity store on Pulaski Street in Peabody. They have appliances, sinks, light fixtures, paint, stain and other items. Preston took her through the back as a tour. There are storm doors and door frames.

Bernson said that they have a website. They get a lot of their items from Brooksby Village after people pass away.

Trask asked about the pamphlet they were going to send out as outreach. Bernson said that it is on their to-do list. Trask told Bernson to feel free to make it generic so it can be used for Peabody as well.

New Business:

Trask wondered if a letter should be sent to the ZBA and Planning Board of the Trust's direction and to consider affordable housing in their projects. Fletcher said they can ask. A developer does not have to do this unless the project is in the multi-family districts. Fletcher said we can advocate to the Planning Board to go forward with this. They cannot do anything with subdivisions. Fletcher said they could change the language in the bylaws.

Calhoun asked if anything was happening with the Hotwatt property. Fletcher said this project went to the Preservation Commission. She explained that an applicant applies for a demo permit. If the building is built prior to 1915, the demo permit is denied and is sent to the Preservation Commission.

Fletcher said that the clock starts when the Preservation Commission decides a project is historically significant. A hearing decides whether a building is worth preservation. It was determined that several buildings were declared historically significant and worthy of preservation and they are under a one-year delay.

Alden said that it is to their advantage to make Lee know that they will cooperate with them. Fletcher said that he is not going to be the one developing the project. Alden said that he could let the buyers know about the Trust and its ability to help a developer with soft costs. Fletcher said that she would tell Jeremy Lee this information.

Fletcher said that it is a significant history of the town, and the building is historically significant.

Fletcher said that there were applications for 11 to 12 buildings.

Gates asked about the building that housed the sub shop. Fletcher said that this building was not included because it was built after 1915.

Next Meeting Date

The next meeting was scheduled to be held on February 20, 2019.

The meeting adjourned at 8:04 p.m.

Tish Lentine, Clerk