



Town of Danvers

Danvers Affordable Housing Trust

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Gardner S. Trask III, Chair
John W. Alden
Stacey Bernson
Donald Gates
Carla King
Tish Lentine
Christen Tipert

MEETING MINUTES

WEDNESDAY, NOVEMBER 20, 2019

The meeting was called to order at 7:00 PM in the Town Manager's Conference Room of Town Hall with all members but Mr. Gates present. Staff support was provided by Aaron Henry, the Director of Land Use and Community Services.

1) Approval of Minutes

The minutes of the previous meeting deferred until next time, as they were not ready for review.

2) Endorse Trust Documents

The Trust welcomed its newest member, Christen Tipert. The Trust then executed several documents required by the Registry of Deeds associated with serving on the Trust.

3) Discharge of Mortgages

The Trust discussed the final paperwork required to discharge to older mortgages being paid off; one for 311 Maple Street, the other for 10 Delaware Avenue.

4) 114 Sylvan Street

Staff reported to the Trust that no progress had been made since the last meeting. Staff needs to connect with the marketing agent to get the documents required by the Commonwealth's Department of Housing and Community Development (DHCD) for inclusion in the Subsidized Housing Inventory (SHI). Staff's target date for submittal is by the end of December.

5) 20 Locust Street

Staff needs to reach out to the developer to ensure that the developer has connected with an affordable housing marketing agent for the three inclusionary units in this project.

6) 5 Laurine Road

Trust Member Lentine recently attended the ribbon-cutting ceremony for the property, which came out very lovely. The accessibility of the interior of the unit was noted as a real plus. On a separate site visit, Member Alden inspected the front access ramp and felt that it does not comply with the Massachusetts Architectural Access Board's standards. He thought both the grade and the length of the ramp might be problematic. The members discussed being more explicit in RFP language (or letters of support) when the Trust agrees to work with a developer on accessible units.

7) Staff Updates

The Trust pivoted to a discussion of the work contracted with Liz Rust, which was focused on getting 5 Laurine Road and 114 Locust Street onto the SHI and some guidance documents for developers on the inclusionary housing process.

8) Old Business

Member Lentine asked if there had been any progress on the list of Town-owned properties. Staff was told by the Town Manager that the project was nearing completion. The Trust has an interest in learning more about 20 Wayside and 4 Tanager. This led to a broader conversation about the Selectmen's priorities and general housing planning efforts.

The Trust is looking for a more detailed chart than the link provided by staff that just showed the income limits.

9) New Business

Member Lentine brought up a potential acquisition opportunity at 54 Lindell Street. The Trust discussed the site, the neighborhood, the zoning, and the possible permitting options. As the site once hosted a two-family dwelling, a question was raised about the number of units it could support. Member King also suggested outreach to the owner of a duplex on Maple Street. Staff was directed to draft an introduction letter to property owners for subsequent review of the Trust.

The conversation returned to staff's recent meeting with Liz Rust. Before this, the last update from Liz came in March of 2019. The work on the Habitat projects has yielded little fruit to date, although 5 Laurine Road should get on the SHI now that the title issue has been resolved. The other document, a developer's guide to getting units on the SHI, the work product was too complicated for what either Liz or Susan initially had in mind such that further work was paused.

10) Financial Report

The Trust's latest financial report was read, and on motion by Alden, seconded by Lentine, was unanimously approved.

11) Adjournment & Next Meeting Date

The next anticipated meeting of the Trust is January 15, 2020.

The meeting adjourned at 8:15 PM.

Tish Lentine, Clerk