

## **Newburyport Affordable Housing Trust Meeting Minutes**

Meeting Date: Monday, July 26, 2023  
Meeting Location: Senior Community Center  
Members in Attendance: Co-Chair Susanne Cameron, Co-Chair Madeline Nash, Karen Weiner, Robert Currier, Mayor Reardon and Andrew Shapiro  
Staff Present: Katelyn Sullivan, Andy Port

### Welcome and Public Comment

Affordable Housing Trust (AHT or Trust) Co-Chair Madeline Nash called the meeting to order at 6pm and welcomed Trust members, staff and guests. Nash went over the agenda and asked for public comment. There was no public comment to the Trust.

### Parker Hill Regulatory Agreement Amendment

Katelyn Sullivan, planner, explained that the lottery for the 3 affordable units in this project was conducted in 2020. The first unit, 7 Hines Way (3-bedroom), closed on 8/6/2020 for \$279,000. The initial sale prices for the remaining two 2-bedroom units were \$215,800 (70% AMI) and \$249,400 (80% AMI). Construction was severely delayed due to COVID. When the builder began construction of the two units (1 and 3 Derek's Path) back in January this year, the lottery agent asked DHCD about re-calculating the sale prices since so much time had passed. The lottery agent was told that there had to be an amendment to the Regulatory Agreement (RA) should the prices be re-calculated. However, after running the calculations with 2022 income limits and current interest rates, the builder decided the new prices were not that much more to justify the change. Yet, when the lottery agent ran the calculators after the 2023 income limits were released, the builder decided the difference was worth the effort.

Following are the new proposed prices:

1. 1 Derek's Path (80% AMI) - **\$256,700** (original price \$249,400)
2. 3 Derek's Path (70% AMI) - **\$220,900** (original price \$215,800)

Co-Chair Cameron made a motion to accept the Parker Hill Regulatory Agreement Amendment. Trust member Robert Currier seconded the motion. All were in favor.

### HOME PORT- Newburyport's Down Payment and Closing Cost Assistance Program

Sullivan reported that the Planning Office is working on a press release and new webpage for the program. Sullivan provided a draft of the press release. Sullivan asked the Trust to clarify the period of loan forgiveness. The existing guidelines for deed restricted units state that the loan is forgiven after 10 years. The new program says 5 years. The Trust should also discuss if it makes sense to have one application versus two applications (deed-restricted vs. non deed restricted). Trust member Karen Weiner made a motion that the period of loan forgiveness for the new program be 5 years. Trust member Andrew Shapiro seconded the motion. All were in favor. The Trust also agreed that it made sense to have one application.

### Planning Office Updates

Sullivan said that the Planning Office has put together a Housing Survey to send to Chamber of Commerce members as requested at the last Trust meeting. Director Andrew Port gave an update regarding the Brown School. Port said that the Brown School RFI is available for viewing and download

on the City website. To help us keep track of those developers and non-profits who have downloaded and reviewed the RFI we are using the “open bids” tool on the City website. Typical advertisements of this RFI have gone out, with responses due on **9/8/2023**. We will be compiling a list of all those who have requested/received a copy of this RFI, which we can share along with any responses received, in early September. The current plan is to package any submissions received, post them to the website, and distribute a summary/list of them, within 1 week of receipt (so by Friday 9/15). The Trust should set a meeting date to review and discuss any responses received to provide advisory feedback to the Mayor/Council. Director Port also updated the Trust that the Office will look into drafting an Accessory Dwelling Unit Ordinance with feedback taken from the Housing Production Plan Forum. Port also mentioned that the Office is looking to update its 40B regulations with input from the City Solicitor. Nash thanked Andy and Katelyn for the updates and asked for a next meeting date.

The Trust agreed that the next meeting would be 9/27/23.

The meeting adjourned at 7:30pm.