



The Town of Barnstable
Affordable Housing Growth & Development
Trust Fund Board
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Mark S. Ells, Chairman

Friday, July 8, 2022
Affordable Housing Growth & Development Trust Fund
Fund Board Meeting APPROVED Minutes
9:00 A.M.

Pursuant to the passage of legislation extending certain COVID-19 measures adopted during the state of emergency, this meeting was closed to the public.

Alternative public access to this meeting was provided by utilizing a Zoom link or telephone number, both provided in the posted meeting notice.

Board Member Attendees: Acting Chairman Andy Clyburn, Wendy Northcross, Laura Shufelt and Mark Milne. Mark Ells (absent).

Other Attendees: Senior Attorney Charlie McLaughlin; Elizabeth Jenkins, Director, Planning & Development; Jillian Douglass, Affordable Housing Trust Administrator, Planning & Development; Ryan Bennett, Housing Coordinator, Planning & Development; Councilor Gordon Starr; Ellen Swiniarski, Community Preservation Committee Coordinator, Planning & Development.

Call to Order

With a quorum present, Chair Clyburn called the meeting to order at 9:00 a.m. and stated that today's meeting is recorded and in accordance with M.G.L. Chapter 30A, s 20 he must inquire whether anyone is recording this meeting and to notify the Chairman that a recording is being made. No one came forward.

Member Introduction

By roll call (present): Mark Milne (yes), Wendy Northcross (yes), Laura Shufelt (yes) and Andy Clyburn (yes). Mark Ells (absent).

Public Comment:

None.

Topics for Discussion

1. Approval of minutes for the 6-24-22 Trust meeting.

Motion was made by Wendy Northcross and seconded by Mark Milne to approve the June 24, 2022, meeting minutes as submitted. Roll call vote: Wendy Northcross (yes), Mark Milne (yes), Laura Shufelt (yes) and Andy Clyburn (yes). Motion carried.

2. Trust Administrator's Updates/Follow Ups (Jillian Douglass)

Jillian provided a marketing update for the June advertisement runs explaining that Banker and Tradesmen ran a print electronic newsletter and a digital ad at the end of June. She shared that she has not received any response in the Trust mailbox yet and it should be assessed later as to whether the August advertisement should run as scheduled based upon its effectiveness.

Jillian said she has reached back out to the South Street applicants for Mass Military Family Services who are progressing toward obtaining control of the site through an executed Purchase & Sales Agreement. Laura Shufelt confirmed that a P&S Agreement would be sufficient to demonstrate requisite control of the site for purposes of the Trust application.

Jillian shared that she has been in contact with Mass Housing Partnership (MHP) regarding One Plus Mortgage to determine if this is a program that could be used in Barnstable. Jillian said she was referred to the outreach person for the program, Lisa Oakley, to discuss what kind of funding gaps exist and how this program may be used on the Cape. Laura Shufelt added that the One Plus Mortgage program is for 1st time home buyers that is administered by MHP through individual banks who have signed on. She said the program provides is an interest rate reduction for 1st time home buyers and could work along with ARPA funding for down payment and closing cost assistance. It was decided that Laura would provide an update once ARPA information is officially released.

Jillian said she reached out to Dylan Fernandes' office and others noting that there is a group known as Local Options for Housing Affordability (LOHA) that is advocating for Bill #1377 – Real Estate Tax Transfer. After discussion, it was decided that Trust is interested in learning more about the bill and that a presentation by a local advocate agency at a future meeting would be appropriate.

3. HAC/APCC Smart Growth Map Tool

Jillian shared that a Zoom workshop took place on June 21, 2022 which demonstrated how the primary base maps were created. She noted that criteria such as environmental sensitivity, growth patterns and a wastewater infrastructure overlay was used including a scoring for each region. The hexagons are 30-acre areas of land that are regional, not site specific. Proximity to community activity, business activity, Cape Cod community activity centers, bike paths, sidewalks, public transit, existing multifamily housing, underdeveloped commercial land, vacant town owned land or vacant developable land are all criteria that were considered for development potential and scoring. She noted discrepancy between the Trust's scoring priority for development of parcels outside of Hyannis and the Smart Map, which would appear to score heavier for locations where higher density already exists. Members agreed it would be helpful to have someone from HAC come to an in-person meeting to provide further background for the Trust. Laura Shufelt noted that there is a significant amount of land in Barnstable that is not designated at all and may not be in Smart Growth or "15 Minute Neighborhoods", but should not be eliminated because it is not a primary affordable housing site. Laura said that the priority for Hyannis is associated with the current land use patterns and availability of sewer noting that the priority of the town has been to spread affordable housing across all the villages. However, the Smart Map does not look at the Town as a whole, only its criteria. She said that the discrepancy

of priorities is that the Smart Growth Map does not look town wide. It was agreed this should be placed on a future agenda.

4. Housing Coordinator's Updates (Ryan Bennett)

Ryan Bennett shared an update regarding the initiatives that are kicking off this month. She said that the Housing Needs Assessment and Housing Production Plan will be kicked off at the Housing Committee meeting on July 18, 2022. She noted that Planning & Development has contracted with J. M. Goldson, a Planning & Housing specialty consulting firm out of Boston, who had updated the 2015 and 2018 Housing Needs Assessment and Housing Production Plans and are familiar with Barnstable. Ryan said she will be providing an update on this effort to the Planning Board at their July 25, 2022 meeting. Ryan also said that an inclusionary zoning feasibility analysis is being kicked off which involves looking at the existing bylaw and how other communities across the state that have recently amended their bylaws for enhanced affordability. Barrett Planning Group and their team Kirk and Company, which is a real estate consulting firm with expertise in development and operating feasibility marketability appraisals etc., have been contracted.

Ryan said she also had a conversation with the Town Assessor regarding enhancing the residential assessment for properties that have an accessory affordable apartment and they are reviewing how this could be structured. She indicated that she would need guidance from Mark Milne regarding details of how this would work: for example, tax shift or an overlay account. Ryan provided some background for the Accessory Affordable Housing Program explaining the units are deed restricted. The program has been effective in turning amnesty units into affordable housing, however, there are only 99 units remaining in the program where historically there were as many as 200. Ryan explained that one of the strategies of the prior Housing Production Plan was to find a way to strengthen that program. Presumably there could be units that could convert back to the program with enough enticement. Rents that are now available for people to charge are not much less than market rents.

5. Topics for Future Meetings/Agendas – Properties

- It was agreed that review of Town properties will be placed on a Trust meeting agenda in August when David Anthony will be available.
- A review of the Trust Application process will be placed on a future agenda.

6. Matters Not Reasonably Anticipated by the Chair

Jillian mentioned that Town Manager's signature is needed for the reappointment of Trust members and Andy assured that his signature will be obtained in time for the July 21, 2022 Town Council meeting agenda.

7. Next Meetings – Review of convenience of dates and times

Jillian advised that after a poll of Trust members regarding dates and times for the next three Trust meetings, it seemed that Wednesdays at noon was available. After brief discussion it was decided to move the next Trust meetings to July 20, August 10 and August 24 at noon in the Selectman's Conference Room. Laura said she was not able to make the in-person July 20, 2022 meeting.

Adjournment

Motion to adjourn was made by Laura Shufelt and seconded by Wendy Northcross. Roll call vote: Wendy Northcross (yes), Mark Milne (yes), Laura Shufelt (yes) and Andy Clyburn (yes). Meeting adjourned.

List of documents/exhibits used by the Board at the meeting:

Exhibit 1 – Affordable Housing Growth and Development Trust Fund Board Agenda 7/8/2022.

Exhibit 2 – Draft minutes for the 6/24/2022 Affordable Housing Growth and Development Trust Fund Board meetings.

Respectfully submitted,
Ellen Swiniarski
CPC Coordinator
Planning & Development