

March 22, 2011
AHC Minutes

Present: Jim Powell, Mike Colaneri, Glenn Hearn, Ernie Mendenhall, Jonathan Revere, Joanne Scott and Vickie Thurber

Also Present: Rhonda Conley, Richard Knabel, Cynthia Mitchell and Skipper Manter

Jim convened the meeting at 7:00PM

Mike made a motion, seconded by Jonathan to accept the Mar. 8, 2011 minutes as written.

Bailey Park Project: Jim told the committee that the house from the bank has not been moved yet due to some complications with the state highway department.

Crow Hollow: Jim informed the committee that the Planning Board is waiting to hear back from Strom/Look's Attorney Rob McCarron. As of Mar. 22, 2011 the Planning Board had not heard back.

Bailey Park Project: Jim led discussion on the Habitat for Humanity (Habitat) invoices for the first house in the project. After review, the committee decided that the overhead multiplier referred to in Habitat's letter (see attached) needed further explanation. *Jonathan made a motion, seconded by Joanne, to pay the following invoices: Dukes County Regional Housing Authority-\$303.22, H.N. Hinckley- \$206.10, Bennett Electric- \$4,247.71, Bennett Electric-\$5,248.37 for a total of \$10,005.40 and not to pay the overhead multiplier of \$1,500.81. VOTE 7 YES 0 NO*

The meeting was recessed at 7:30 PM to conduct the Affordable Housing Trust Fund meeting. The meeting was reopened at 7:40PM

There was further discussion of the overhead multiplier. Rhonda looked in the RFP for reference to it. It is stated in the RFP that the committee and selectmen approved.

Homeowner Conveyance Policy: Jim did not speak to Attorney Wansiewicz about the MA General laws she refers to in her letter to the committee. He will try to get an answer for the next meeting. There were questions as to how the Assessor's Office would handle a request for tax abatement. Mike will look into this aspect. Mike suggested the committee move forward on the issue. He would like the selectmen to see the final draft, okay it, and proceed with a public hearing, etc. Other members feel the MA General Laws need to be addressed before moving forward. *Joanne made a motion, seconded by Jonathan, that the committee gets answers to the MA General Law question before proceeding further with the Homeowner Conveyance Policy. VOTE 7 YES 0 NO*

Database: Jonathan is working on putting the spreadsheet of the affordable housing pool together.

Refinance Guidelines: The committee reviewed the draft guidelines (see attached).

Ernie made a motion, seconded by Vickie, to add affordable housing guidelines and housing covenants. VOTE 7 YES 0 NO

Mike made a motion, seconded by Jonathan, to change the number of days in number 5 from 14 days to 21.

Ernie made a motion, seconded by Mike, to accept the final draft as amended.

VOTE 7 YES 0 NO

New Business

Committee Membership: Jim would like to see the committee add members. Rhonda explained to him that the committee had reduced its size due to lack of interest. The committee could not fill the membership and could not maintain a quorum so reduced its number. Jim asked everyone to try to recruit alternate members. There are two alternate seats open.

Crow Hollow: Mike would like to see the committee become proactive in the Crow Hollow affordable housing lot requirement. He thinks Strom, Look and their attorney should be asked to attend a meeting. Vickie suggested the committee outline what they want before having the other parties at a meeting. *Mike made a motion, seconded by Jonathan, that a letter be sent asking Strom, Look and McCarron to attend an AHC meeting to explore mutual agreeable options and to move the proposal forward.*

VOTE 7 YES 0 NO

Adjourned at 8:45 PM

The next meeting is April 26, 2011 at 7:00PM in town hall 2nd floor conference rm.

Respectfully submitted by Rhonda Conley

January 25, 2011

DRAFT for discussion

West Tisbury Community Housing Refinance Review Procedure

Please note: This procedure is intended as a practical assist to owners and does not replace or contravene any particular term or requirement of a West Tisbury Housing Covenant or Deed Rider.

1. When the Owner of a West Tisbury property under a Housing Covenant or Deed Rider preserving long-term affordability wishes to refinance their property, the Owner shall notify the Town Affordable Housing Committee (AHC) and the Dukes County Regional Housing Authority (DCRHA) in writing of the Owner's intention (the Refinance "Notice").

2. Upon receipt of the Notice, staff of the AHC and DCRHA shall confer and determine the current Maximum Resale Price of the Property based upon the terms of the existing Covenant or Deed Rider.

3. The Owner will be notified of the current Maximum Resale Price by phone followed by mailed confirmation within 7 days of receipt of the Notice.

4. At this time, the Owner shall also be supplied by AHC or DCRHA staff with a copy of the current Housing Covenant in use by the Town for review with their lender regarding permissible terms of mortgage.

5. The Owner's lender will prepare a Letter of Commitment /Term Sheet to be submitted to the AHC for review for compliance with the terms of the Housing Covenant. Within 21 days of the Owner's submission, the AHC will conclude its review and submit a written decision to the Owner.

6. Preparation of closing documents by the Owner's attorney shall include a current Housing Covenant to be submitted for review by Town Counsel and signature by the Board of Selectmen within 21 days of submission.

7. The Owner shall direct their attorney to provide copies of the recorded closing documents including the Town's Housing Covenant to the staff of the AHC.

8. AHC staff will provide a copy of the recorded Housing Covenant to the DCRHA for reference in future affordability monitoring.

*West Tisbury Affordable Housing Committee, P.O. Box 278, West Tisbury MA 02575
Dukes County Regional Housing Authority, P.O. Box 4538, Vineyard Haven MA 02568*