

June 28, 2011
Affordable Housing Committee Minutes

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

Absent with Regrets: Jonathan Revere

Also present: Rhonda Conley and Andre Mallagol

Bailey Park Project: The invoices from Habitat for Humanity (Habitat) were reviewed. Several invoices were from August-October 2009. The committee did not feel these invoices should be charged to the town as they occurred before Habitat received the RFP from the town. *Ernie made a motion to pay the invoices from Habitat for Humanity minus the \$610.28 (2009 invoices) of \$2219.52. VOTE 6 YES 0 NO*

Meeting recessed for Affordable Housing Trust Fund meeting.
Reconvened at 7:10PM

Mike made a motion, seconded by Joanne to accept the June 14, 2011 minutes with the amendment that the Conveyance Policy is a policy and not a draft. VOTE 6 YES 0 NO

Correspondence

Rhonda read an email from Sibel Shuman requesting information -about Habitat's selection process and what members of AHC were involved-(see attached). Andre explained that Habitat selects persons most in need. Rhonda was asked to direct Shuman's concerns to Neil Sullivan of Habitat.

Crow Hollow: No discussion except for Jim asking everyone to review condo papers and be prepared for a discussion later. No decision was made on inviting McCarron.

Bailey Park Project: Jim stated that Habitat is looking for volunteers for Friday and Saturdays if anyone is interested. Jim told of neighbor conflict over tree removal and that he offered to plant some spruce trees.

Data Spread Sheet: No report. Jim asked that it be done by Sept. 1, 2011.

New Business

Habitat Bailey Park: Andre explained what the second house in the development would be. The house is a kit house from First Day Cottage. The first floor will have a family room/kitchen (15'x20"), one bedroom (10'x15"), ½ bath and living room. The second floor will be two bedrooms (10'x15') and full bath. It will also have a full basement.

Glenn made a motion, seconded by Mike, to accept the concept of second house.

VOTE 6 YES 0 NO

Andre would like to have three 3-bedroom houses instead of two 3- bedroom and one 2- bedroom. Ernie will do some research into whether this will be a problem. Vickie was worried about the selection committee choosing a family needing three bedrooms with a 3-bedroom house and knocking out smaller families. Andre does not believe this is a problem as the first house (3 bedrooms) is going to a family of three. Andre stated that couples without children have a problem getting a home from Habitat because of greater need of families.

PUBLIC MEETING

Jim convened the public meeting on the Affordable Housing Conveyance Policy (see attached). There were four members of the public present. Ms Cynthia.Aguilar was disappointed that she, David Vigneault and Marcia Cini did not receive a personal invite to the public meeting. She recently put an affordable housing covenant on her property. A couple present (Shumans) took issue with the Habitat Selection Committee process. They voiced there concerns with AHC and Habitat working together. They would like to see AHC go back to the lottery process. Jim stated the committee hears their concerns and will take their comments under consideration.

The meeting continued on the Conveyance Policy with Mike telling of the history. Mike told of a community member placing her home under an affordable housing covenant in 2006. This brought the need to create a policy by the AHC to the forefront. Questions were answered about the policy and how it works. The homeowner remains the homeowner.

The policy only comes into affect when the home goes on the market or the homeowner dies. The policy contains procedures the homeowner must go through with the AHC for the house to be recognized as part of the affordable housing pool.

Glenn made a motion, seconded by Ernie, to accept the Affordable Housing Conveyance Policy as written. VOTE 6 YES 0 NO

Glenn made a motion, seconded by Ernie, to adjourn public meeting.

VOTE 6 YES 0 NO

Reports: No reports.

Advertisement: Vickie made a request that AHC runs a yearly advertisement in the papers telling of the various affordable housing options. Mike suggested that we get someone to write an article about the availability of affordable housing options. Jim suggested Vickie contact Rhonda about working on an ad. *Mike made a motion, seconded by Vickie, that Vickie and Rhonda work on creating an ad mentioning three or four affordable housing options which is passed to Mike for approval. VOTE 6 YES 0 NO*

Jim will be away until September and Mike, vice chair will run meetings.

Adjourned at 8:15PM

The next meeting will be July 25, 2011 at 7PM Town Hall 2nd floor conference rm.

Respectfully submitted by Rhonda Conley

Attachments

Affordable Housing Conveyance Policy and Process

Purpose: To provide a process for the Town of West Tisbury and West Tisbury Affordable Housing Committee (WTAHC) to convey and accept a private property into the affordable housing pool. This process allows a private property owner to offer and designate his/her property as a restricted resale valued property as per the guidelines established by the WTAHC.

- a. The private property owner wishing to designate his/her property must make a written application to the WTAHC and conform to the process outlined below.
The application must include:
Property owner's name and address
Address, map and lot number of the proposed restricted property
Property description
Copy of deed to property
Other pertinent information as requested by the WTAHC such as, but not limited to, septic and well evaluations and testing, a plot plan and possible property upgrade and certified title search.
- b. At the time of acceptance of the property into the affordable housing pool, its value as a restricted resale valued property cannot exceed the Dukes County median income level of 140% as published from time to time by the Department of Housing and Community Development. Thereafter the value of the property may escalate only at the approved rate for restricted affordable housing.
- c. The WTAHC shall determine the restricted resale value of the property.
- d. Applicant must own the property free and clear without any mortgage encumbrances or liens.
- e. The property must be inspected by an accredited home inspection agency at owner's expense and deemed a reasonable property to be considered for an affordable housing resale restriction.
- f. Applicant must pay all legal costs and recording fees.
- g. Applicant must convey to the town a deed rider (covenant), ground lease and a mortgage lien of \$1.00 held by the Town of West Tisbury. The deed rider must state the restricted resale price of the property at the time of recording.
- h. When an application is deemed complete, the WTAHC shall decide whether to accept or deny the application. The WTAHC reserves the right to accept or deny any application. An affirmative majority vote of 2/3 or more of the committee shall constitute acceptance of the application, and a recommendation to the West Tisbury Board of Selectmen to accept the
- i. property into the affordable housing pool.

- j. The Board of Selectmen shall hold a public hearing on the recommended application, and therefore vote to accept or deny the affordable housing resale restriction.
- k. The affordable housing resale restriction shall go into effect when the property is conveyed to income eligible owners, and thereafter only income eligible owners may own and occupy the property.
- l. It should be well understood, and with the guidance of an attorney, that by the Town accepting and placing a property in the West Tisbury Affordable Housing pool, that this action will place a permanent and irrevocable restriction on the accepted property.
- m. After acceptance by the WTAHC and WT Board of Selectmen of a property into the affordable housing pool, the owner of said property should file an application for abatement with the Assessors office during the appropriate time period for such action. The Board of Assessors will then review the property and its affordable housing documents to determine whether a reduction in its assessment is warranted.**

Revised policy June 14, 2011