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MEETING POSTING

TOWN OF NANTUCKET

Pursuant to MGL Chapter 30A, § 18-25
All meeting notices and agenda must be filed and time stamped with the Town Clerk's Office and posted at least 48 hours prior to the meeting (excluding Saturdays, Sundays and Holidays)

Committee / Board	**AFFORDABLE HOUSING TRUST**
Day, Date, and Time	**TUESDAY, March 22, 2022 @ 12:30PM**
Location / Address	**REMOTE PARTICIPATION *VIA* ZOOM (*See Below*)** **THE MEETING WILL BE AIRED AT A LATER TIME ON THE TOWN'S GOVERNMENT TV YOUTUBE CHANNEL AT** **https://www.youtube.com/channel/UC-sgxA1fdoxteLNzRAUHIxA**
Signature of Chair or Authorized Person	**Allyson Mitchell** **Housing & Real Estate Office Manager**
WARNING:	**IF THERE IS NO QUORUM OF MEMBERS PRESENT, OR IF MEETING POSTING IS NOT IN COMPLIANCE WITH THE OML STATUTE, NO MEETING MAY BE HELD!**

MARCH MEETING

AGENDA FOR 3-22-2022

(Subject to change)

www.nantucket-ma.gov

Please click on the following link to join:

https://us06web.zoom.us/j/81940570897?pwd=aHRiUFhpU0NldkRxanZlais0U0pldz09

Meeting ID: 819 4057 0897
Passcode: 303155

Purpose: To discuss business as noted below. Electronic copies of the complete text, plans, application, or other material relative to each agenda item are available per request by email to tholland@nantucket.ma.gov. Please email to request a paper copy and you will be provided a time to retrieve from the Housing Office located in Room 111 at 16 Broad Street between the hours of 8:30 AM and 4:30 PM on weekdays.

Affordable Housing Trust Fund Agenda for TUESDAY, MARCH 22, 2022

Trust Members: Brian Sullivan (Chairman), Brooke S. Mohr (Vice Chair), Penny Dey, Dawn Hill Holdgate, Dave Iverson, Reema Sherry, Shantaw Bloise-Murphy

Staff: Tucker Holland (Housing Director), Ken Beaugrand (Real Estate Director), Allyson Mitchell (Housing & Real Estate Office Manager)

PLEASE LIST BELOW THE TOPICS THE CHAIR
REASONABLY ANTICIPATES WILL BE DISCUSSED AT THE MEETING

I. CONVENE in Open Session via Zoom

II. APPROVAL of Agenda

III. APPROVAL of Minutes
- Thursday, December 2, 2021
- Tuesday, February 15, 2022

IV. PUBLIC COMMENT for items not otherwise on the agenda

V. CCAP/CFAP – UPDATES
- Steele – Subordination
- CCAP/CFAP program organization & update

VI. 31 Fairgrounds – UPDATE

VII. Richmond Wildflower Acceleration – ACTION & UPDATE
- Execution of Estoppel and Agreement
- Lottery Applications

VIII. Down Payment Assistance – DISCUSSION

IX. Housing Proposal by Cliff Williams - PRESENTATION

X. Transfer Fee Bill - UPDATE

XI. Housing Demand and Supply RFP – REVIEW & DISCUSSION

XII. Other Business

Upcoming Meetings (presently all planned to be conducted via Zoom)

- Tuesday, April 19, 2022 at 12:30pm

XIII. BOARD COMMENTS

XIV. Executive Session, Pursuant to MGL C. 30A § 21(A)

- Purpose 6: To consider the purchase, exchange, lease or value of real property where an open meeting may have a detrimental effect on the negotiating position of the public body.

XV. Adjourn

NANTUCKET AFFORDABLE HOUSING TRUST

~~ MINUTES ~~
Thursday, December 2, 2021
Remote Meeting *via* Zoom – **12:30 pm**

Trust Members: Brian Sullivan (Chair), Brooke Mohr (Vice-Chair), Penny Dey, Dawn Hill Holdgate, Reema Sherry, Dave Iverson

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ATTENDING MEMBERS: Brooke Mohr, Penny Dey, Dave Iverson, Reema Sherry, Brian Sullivan
ABSENT: Dawn Holdgate
STAFF IN ATTENDANCE: Tucker Holland (Housing Specialist); Ken Beaugrand (Real Estate Specialist); Allyson Mitchell (Housing & Real Estate Office Manager)
Public Present on Zoom:

I. Call Meeting to Order

Brian Sullivan called the meeting to order at 12:33pm & reads Public Participation Guidelines

II. Approval of Agenda

Penny Dey moved to approve the agenda. Reema Sherry seconded the motion.

ROLL CALL of those participating:

1.	Penny Dey	Aye
2.	Reema Sherry	Aye
3.	Dave Iverson	Aye
4.	Brooke Mohr	Aye
5.	Brian Sullivan	Aye

Agenda adopted by **UNANIMOUS** consent.

III. Approval of Minutes

Reema Sherry moved to approve the minutes from November 2, 2021. Penny Dey seconded the motion. Dave Iverson abstained.

ROLL CALL of those participating:

1.	Penny Dey	Aye
2.	Reema Sherry	Aye
3.	Brooke Mohr	Aye
4.	Brian Sullivan	Aye

Agenda adopted by **UNANIMOUS** consent.

Brooke Mohr moved to approve the minutes from November 5 & 16, 2021. Dave Iverson seconded the motion. Dave Iverson abstained.

ROLL CALL of those participating:

1. Penny Dey Aye
2. Reema Sherry Aye
3. Dave Iverson Aye
4. Brooke Mohr Aye
5. Brian Sullivan Aye

Agenda adopted by **UNANIMOUS** consent.

IV. Public Comment

None

V. Discussion of Planning Board Articles

Dave Iverson, first article…we had a long talk about it, is that this might have a really limited applicability. You needed 60,000 sq. feet to take advantage of this. If that's the case, how many lots are there out there that people can really take advantage of? The planning staff is looking at this and we'll re-address this the next round. They need to look at each of these zoning districts, see how many big lots are left, and see is this an exercise in futility or are there enough lots to make this worth moving forward with? Basically the direction kind of came up against a brick wall discussing the tertiary…there was a fear people would take advantage of the extra square footage to build a tertiary that they just use in the summer for themselves. We decided there would be bonus square footage available if, that accessory dwelling or that stand alone tertiary was deed restricted to year round housing or affordable housing.

Brian Sullivan, through a special permit process? Does that become a change in the zoning code?

Dave Iverson, it would be a change in the zoning code because, we'd now be offering something through special permit…an expanded size. But to get that, you need to deed restrict your property.

Brooke Mohr, aren't all tertiaries done by special permit anyway?

Dave Iverson, not if you can have it by right in your zoning district. I think it's available in a lot of zoning districts. At this point we'll have to get a nod from the Select Board on any of these. The two covenant lots…this one kind of made my head spin, it wasn't really clear cut. I would suggest watching our meeting from last week. Some had to do with affording people more ground coverage if they did two covenant lots, which I don't think anyone on the planning board would be for I think this one needs to be boiled down a lot and might be premature. The most complex out of the three.

Brian Sullivan, was there a willingness to hear the concept and explore?

Dave Iverson, yes, it wasn't shut down but it wasn't clear cut in any member or staff's mind how this would really work. It's a very complicated conversation. I think we'll have further discussions on it but this one will take a little more work than the other two.

Brooke Mohr, two thoughts I have…its first iteration could be to allow just a second covenant subdivision on properties where it makes sense to do so, without bonus square footage. Then, with the progress on the Community Land Trust, its likely worth waiting one more year because if the CLT is in place by next year, we may want to amend that whole by law to include both covenant house and CLT properties.

Dave Iverson, let's leave the words subdivision out of this…call it a covenant lot creation. The word subdivision gets people all riled up and we should stay away from that word.

VI. Transfer Fee Update

Penny Dey, NAREB met yesterday and we have to do our votes electronically because of quorum issues and we're still tabulating votes, but we'll have an answer by late today or tomorrow morning in terms of sponsorship and affiliation with the coalition.

Laura Silber, we are meeting on Friday, the CCMBHB is ready to execute the contract for the lobbyist side. It is now December and according to rule 10, the first Wednesday in February is the deadline for bills to be reported out. The sooner that second $35k can be raised and deposited into the CFNAN fund, the sooner we can get going on this at state level. We understand that Mass General Brigham is readying to make an announcement that they'll be supporting this. What it's also going to do is spur the Mass Association of Realtors to ramp up their attacks on this, so the sooner we can get the lobbying in place the better off we'll be.

Penny Dey, have you already chosen the lobbyist?

Laura Silber, our group has narrowed it down to three firms, all top tier in Boston. One in particular worked on the short-term rental tax with the MA lodging association. They have a fantastic reputation and have come very highly recommended from government leadership and folks that were in the government leadership and now in the private sector. O'Neill & Associates is our lobbyist, and Seven Letter is the communications group…they partner together on these kinds of projects.

Reema Sherry, Tucker, can you go over what we've pledged from the Trust and how far along CFNan is in their efforts to reach the $35k.

Tucker Holland, the Trust has pledged $35k plus expenses, which is half of the cost on the communications and strategy side. The fund at CFNan isn't necessarily rounding up the money, they are the holding group. There are several folks who have made pledges and we're encouraging them to get their contribution into the account at CFNan as soon as possible. We can't sign the engagement without that $35k and change being in the account at CFNan. $35,000 has been verbally committed, but it had not arrived prior to the holiday.

Penny Dey, is the lobbyist representing any other Nantucket clients that you're aware of right now?

Laura Silber, No.

Reema Sherry, what can we do to make this happen? Do we ask Margaretta to chase down the pledges or do you chase down the pledges?

Tucker Holland, it's a coordinated group of folks who are checking in with those that made pledges to make sure that they have been sent in or if not, that they are shortly. Pledges can be handled online, you can make your payments for pledging through the CFNan website. The fund is the Nantucket Land Trust Fund and anybody can give tot his fund. I have received some very thoughtful emails from citizens who have indicated things like "my wife and I have just made a donation in support of this"

Laura Silber, it would be super helpful if the press would put this out to the community.

Brooke Mohr moves to authorize Tucker Holland to draft a press release announcing that this fundraising opportunity is available for the purpose of the efforts to get the Housing Bank Bill passed through the State House. Reema Sherry seconds.

ROLL CALL of those participating:

6. Penny Dey Aye

7. Reema Sherry Aye
8. Dave Iverson Aye
9. Brooke Mohr Aye
10. Brian Sullivan Aye

Agenda adopted by **UNANIMOUS** consent.

Reema Sherry, do we have money where we could do an advertisement on Nantucket Current and/or DayBreak, as those come out quickly.
Tucker Holland, I'm hopeful that Jason might just pick up the story, versus having to put an ad together. And this being Stroll weekend, it would be fantastic if he included something.
Brooke Mohr, I'll reach out to the radio station about an ad or public service announcement opportunity.
Billy Cassidy, wanted to say that I can say with complete authority that $35,000 is on its way, there are third parties involved and it's a little more complicated than just submitting online, but they're on their way.
Laura Silber, Billy, do you have any idea how long until the funds arrive to CFNan? There's a difference between a day or two and three weeks.
Billy Cassidy, to the best of my knowledge, we may still be a week out, but I'm also thinking that maybe there's more that I'm unaware of. Maybe Tucker has reached out to some friends and so forth…
Penny Dey, if some people are giving through a donor advised fund, that takes two to three weeks.
Brooke Mohr, so if I recall, when we approved and authorized the execution of this contract, we did it contingent on raising the additional $35,000. I'm wondering if we could make a motion today that the contract be executed with the understanding that the $35,000 is on its way and fully committed.
Tucker Holland, I like the thought, but it's not going to work for the Community Foundation unless we're saying we would backstop any shortfall.
Penny Dey, that's my suggestion, I think we should just backstop it, we're getting in the weeds here.

Brooke Mohr moves to amend our earlier authorization to execute the contract, with the understanding that if the funds not be forthcoming to CFNAN, that the Affordable Housing Trust will pay the difference in what is raised versus what the contract amount requires up to $35,000 plus expenses, and the chair or vice chair is authorized to sign the contract on behalf of the Trust. Penny Dey seconds.

<u>ROLL CALL</u> of those participating:

11. Penny Dey Aye
12. Reema Sherry Aye
13. Dave Iverson Aye
14. Brooke Mohr Aye
15. Brian Sullivan Aye

Agenda adopted by **UNANIMOUS** consent.

VII. Other Business

Upcoming Meetings: Tuesday, December 14, 2021.

VIII. Board Comments

Brian Sullivan, it was brought to me yesterday, that as people come to the Board and make presentations, to either individuals on the Trust or to us as Members and go out to the community we need to be cautious how they're representing our intentions. It is my understanding that Mr. Williams went to a planning board meeting after having met with us, and it was implied that we were in full support of his proposal for a subdivision. In reviewing our notes, there were a lot of questions we had for Mr. Williams that have been left unanswered. I want to reiterate that it is with votes that our Board signifies our support. Conversations and presentations in the meetings are on-going items.

Penny Dey, representations have also been made of a formal affiliation of an approval. All we had was a conceptual idea shown to us, and it was supposed to come back to us after more work.

Tucker Holland, yes, that's accurate. I think even more so, there were some key zoning things that needed to happen before it would even be possible to have a real plan for it. I completely agree…you said Mr. Chair, at the time, yes housing that is going to exclusively the year round community, we're always interested to have a conversation about that, but that project has a lot of questions left to answer. At the Planning Board meeting, it was represented in the packet that these were our ideas, but I think we said we're interested in zoning articles that help with year-round housing, but the concepts that were there need a lot of thinking and some of them may not even end up mathematically working.

Dave Iverson, there is a lot going on there…I doubt that there's going to be a lot of forward progress happening. It's a huge ask on his end…and it sounds like he's planning on developing it, not us. So there's a lot going on there, that we're not even close to recommending it in any way, shape, or form.

Brian Sullivan, I just want to be cautious as representations are made between Boards, as to what's coming out of ours. In reviewing our minutes, I saw that we asked a lot of questions that didn't have any answers. It wasn't a proposal, it was a presentation. Our support comes out of votes, not presentations.

Brooke Mohr, I think it's interesting. The conversation in the community is really changing. I think we're going to see a lot of private land owners looking to help with the creation of year round housing. I think we may see a lot more proposals like Mr. Williams coming to us that will require changes to zoning. To my mind, there has to be an agreement that there is going to be year-round housing that I would support a zoning change to a property. Without a legal framework, anyone could represent that they're going to build year-round or affordable housing, get a zoning change that helps with more density, and then not do anything from an affordable housing standpoint. I would be more inclined that as a policy, we're happy to have a conversation but before we vote to support, you need to submit a proposal.

Ken Beaugrand, first, I know that this was in a public meeting and so the minutes reflect the fact that there were a lot of unanswered questions, in respect to his proposal, but also raises the very issue I want to raise, which is the question of education in the community that the role the Trust plays. Mr. Williams assumed we were a piggy bank as opposed to understanding what role we actually have. Our initiatives are to help support or provide away to be able to achieve plans that make economic sense, as opposed to just being a funding source. There is a level of education that needs to be created so the community can understand the role we can play.

Vicki Marsh, I just wanted to follow up on Brooke's comment, which is correct. We need to make sure that if anyone is coming for consideration for funding or zoning changes or extension of sewer, etc. that there does need to be some kind of MOU with the Town that outlines all of this. Outlines not only what their proposal is, but also has a really defined project. It's similar to the CPC funds…if someone comes looks for funding you need a grant agreement and a proposal. It's important that there are clearly defined projects that can be considered and voted on.

Penny Dey, I have a general concern…I don't want to be in a position where we are doing things like "spot zoning" or not playing within the existing rules. That gives me a lot of anxiety going forward.

IX. Executive Session, Pursuant to MGL C. 30A § 21(A)

- Purpose 6: To consider the purchase, exchange, lease or value of real property where an open meeting may have a detrimental effect on the negotiating position of the public body.

Specific matter requires confidentiality.

The **MOTION** was made by Penny Dey and seconded by Brooke Mohr to **go into executive session** to consider the purchase, exchange, lease, or value of real property where an open meeting may have a detrimental effect on the negotiating position of the public body, and not return to open session.

ROLL CALL of those participating:

1. Penny Dey Aye
2. Reema Sherry Aye
3. Brooke Mohr Aye
4. Dave Iverson Aye
5. Brian Sullivan Aye

The motion carried unanimously.

X. Adjourn

Open Session Meeting ended at 1:20pm

Submitted by:
Allyson Mitchell

NANTUCKET AFFORDABLE HOUSING TRUST

~~ MINUTES ~~
Tuesday, February 15, 2022
Remote Meeting *via* Zoom – **12:00 pm**

Trust Members: Brian Sullivan (Chair), Brooke Mohr (Vice-Chair), Penny Dey, Dawn Hill Holdgate, Reema Sherry, Dave Iverson, Shantaw Bloise Murphy

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ATTENDING MEMBERS: Brooke Mohr, Penny Dey, Dave Iverson, Reema Sherry, Dawn Holdgate (left early), Shantaw Bloise Murphy (arrived shortly after roll call), Brian Sullivan
ABSENT:
STAFF IN ATTENDANCE: Tucker Holland (Housing Specialist); Ken Beaugrand (Real Estate Specialist); Allyson Mitchell (Housing & Real Estate Office Manager)
ANTICIPATED SPEAKERS: Billy Cassidy, Dave Armanetti, Anne Kuszpa
Public Present on Zoom: Howard Dickler

I. Call Meeting to Order

Brian Sullivan called the meeting to order at 12:03pm & reads Public Participation Guidelines

II. Approval of Agenda

Brooke Mohr moved to approve the agenda. Dave Iverson seconded the motion.
ROLL CALL of those participating:

1. Brooke Mohr Aye
2. Dawn Holdgate Aye
3. Reema Sherry Aye
4. Penny Dey Aye
5. Dave Iverson Aye
6. Brian Sullivan Aye

Agenda adopted by **UNANIMOUS** consent.

III. Approval of Minutes

Penny Dey moved to approve the minutes from Tuesday January 18, 2022. Brooke Mohr seconded the motion.
ROLL CALL of those participating:

1. Brooke Mohr Aye
2. Dawn Holdgate Aye
3. Reema Sherry Aye
4. Penny Dey Aye
5. Dave Iverson Aye
6. Shantaw Bloise Murphy Aye
7. Brian Sullivan Aye

Agenda adopted by **UNANIMOUS** consent.

IV. Public Comment

Howard Dickler, noticed in the Real estate transfers, there were 36 lots sold by the Richmond group for a sort of affordable price, wondering if it was brought to the attention of the Trust before it was sold.

Brian Sullivan, based on the price it was sold for, it was not brought to the Trust in its entirety before the sale happened.

Howard Dickler, seems like a missed opportunity to me and was wondering about the circumstances.

V. CCAP/CFAP Updates

- CCAP Application – Morley/Cothran
- CCAP Re-Application - Campbell
- CFAP Application – Long

Brooke Mohr to approve closing cost assistance for the Morley/Cothran family for the property at 3 Correia Lane for AMI up to 150% up to $15,000 pending final closing costs. Dawn Holdgate seconded the motion.

ROLL CALL of those participating:

1.	Brooke Mohr	Aye
2.	Dawn Holdgate	Aye
3.	Reema Sherry	Aye
4.	Penny Dey	Aye
5.	Dave Iverson	Aye
6.	Shantaw Bloise Murphy	Aye
7.	Brian Sullivan	Aye

Agenda adopted by **UNANIMOUS** consent.

Allyson Mitchell, this next CCAP is a re-approval of sorts. The process to purchase the home took longer than expected and Corbet's approval from us expired, but you can see in the packet that she was approved in the past for this application.

Brooke Mohr moves to re-authorize closing cost assistance at the property at 45A Beach Grass up to $15,000 pending final closing costs. Reema Sherry seconded the motion.

ROLL CALL of those participating:

1.	Brooke Mohr	Aye
2.	Dawn Holdgate	Aye
3.	Reema Sherry	Aye
4.	Penny Dey	Aye
5.	Dave Iverson	Aye

6. Shantaw Bloise Murphy Aye
7. Brian Sullivan Aye

Agenda adopted by **UNANIMOUS** consent.

Anne Kuzspa, this is a CFAP application where the owner is going to subdivide into a covenant lot and retain the market rate house/lot for herself.

Brooke Mohr moves approves covenant formation assistance up to $10,000 to Laurel Long for the property at 14 Equator Drive, 14A would be the covenant lot. Penny Dey seconded the motion.

ROLL CALL of those participating:

1. Brooke Mohr Aye
2. Dawn Holdgate Aye
3. Reema Sherry Aye
4. Penny Dey Aye
5. Dave Iverson Aye
6. Shantaw Bloise Murphy Aye
7. Brian Sullivan Aye

Agenda adopted by **UNANIMOUS** consent.

Penny Dey, can someone provide us with an update on the CCAP/CFAP numbers as of now?

Allyson Mitchell, I can, I'll put that on the next agenda and give a report.

VI. 31 Fairgrounds - UPDATE

Anne Kuzspa, the construction committee is meeting regularly and its very helpful to keep all the players on the same page. Foundations for building 1 and 8 are going in. I'm happy to answer questions if you have any.

Billy Cassidy, I can add that the footings will begin and the foundation construction will begin Thursday morning. It will be pretty rapid and exciting.

VII. Richmond Wildflower Acceleration

Dave Armanetti, construction continues. We're setting the boxes for the second building, the 10-unit larger building, today so if you drive by today, you'll see the crane in motion. The 8-unit building was set back at the end of January. The interior fitting of that building is continuing. By Wednesday this week, we'll have 18 units up in the air with the interior fit-out proceeding and the foundation for the last building (6-units) that foundation is now complete and the set will occur the 2nd week of march. We had a tough time with the weather and some of the foundation work, but the crews have pushed through. The barge shipping has been great, we've had good luck with the weather. We're still expecting a May 1st occupancy date for the first building. Each will follow afterwards in 3 to 4 week increments.

Brian Sullivan, can we put on your radar, to have the opportunity to visit the buildings and the site towards the end of April, if it's appropriate?

Dave Armanetti, of course. By then, the weather will be better and we'll have a little more progress where you can walk through buildings without dodging construction.

Brooke Mohr, curious about fair marketing and how the affordable units will be allocated.

Dave Armanetti, yes, we made a few last edits and tweaks to the marketing plan, in terms of updating some of the dates. I would hope in a matter of a week we'll start the 60 day clock and get into applications and lottery. Allocation of the units, that was all submitted and approved when we completed the MOU and transaction. The units are per the regulations and normal protocol. The units are scattered throughout the site. There are six 50% AMI, six 100% units, twelve market rate units in this phase. Mostly studio and one bedroom – 22 out of 24 are studio or 1 BR. There are two 2 bedroom units. We could email over the floor plans if you'd like them.

Brooke Mohr, I was more interested in letting the community know, when they can expect to find out who will get the units.

Dave Armanetti, our normal protocol is to make the applications and information available at the Athenaeum, in the administration Town Building, in our leasing office and we also email them to all the groups who are formally on the list. Housing Nantucket has been helpful in past phases, they include notifications in their newsletter which helps as well.

Tucker Holland, want to commend Dave and the Richmond team on this incredible progress. Within 12 months of this, doors will be open. We greatly appreciate that.

Shantaw Bloise Murphy, is the list also shared with large employers like Cottage Hospital, Marine Home Center etc. I think it's great to share with places on and off the island, but want to make sure it's also shared with groups desperately looking for housing as well.

Dave Armanetti, sure, and we do have that in place in our overall marketing, not just for the AMI restricted units but for all units. We have ongoing communication with exactly the larger employers mentioned as well as many others, and we have since the start of our rental and for-sale phases of the project. We've made a commitment, going back to Town Meeting when the zoning and strategy was first discussed, that we were going to try to rent to as many year-round individuals as possible and manage the corporate demand, because it is great but there's also a downside to that corporate demand, because a lot of these employers will rent the units but not occupy them regularly.

Ken Beaugrand, question for Dave, how much of a local preference are we allowed to exercise? To make sure these are available to the people who are here right now, as opposed to the people who want to be here right now.

Dave Armanetti, the AMI units, we got the maximum allowed under state law/statutes…70% local preference. The market rate units there is no formal policy or restriction in place, but we committed to maximize the number of existing residents and people who already work on the island. If you look at the data, virtually every application you get is from an existing on island resident. We only got two "off island" applications through these phases, but they were actually people who moved off island because they didn't have housing and they were looking to come back if they could get housing.

VIII. Housing Bank Bill – UPDATE & ACTION

Tucker Holland, quite a bit of effort going on statewide to get housing bank legislation of one form or another passed during this session. With Boston having resubmitted its home rule petition and it having a similar "flavor" to Nantucket's petition, there is some level of optimism of something happening in this session but there is still a tremendous amount of work to do. We had voted previously to support, alongside Community Foundation Nantucket Land Trust funds, to engage a strategy and communications firm in support of this effort. In working with the town finance department, we have determined that perhaps the most efficient way to have the contract with the firm, would be to have one contract between Community Foundation Nantucket Land Trust and the firm therefore what we'd like to do today is a bit of housekeeping, we'd like to clarify our prior vote from financially supporting going into this arrangement directly, to making a grant to the Community Foundation Nantucket Land Trust fund as the alternative. It's the same dollar amounts and the same consulting firm and arrangement, it's just a more efficient way of addressing this. .

Brooke Mohr recuses, she is a Trustee of the Land Trust fund at Community Foundation Nantucket. Penny Dey recuses as well.

Reema Sherry makes a motion to redirect the $35,000 support plus up to $5,000 in expenses, previously authorized to engage the strategy and communications firm, to go in two equal grants to the Nantucket Land Trust Fund at the Community Foundation of Nantucket in support of that same effort**.** Dave Iverson seconds the motion.

ROLL CALL of those participating:

1. Dawn Holdgate Aye
2. Reema Sherry Aye
3. Dave Iverson Aye
4. Shantaw Bloise Murphy Aye
5. Brian Sullivan Aye

Agenda adopted by **UNANIMOUS** consent.
Brooke Mohr & Penny Dey abstain.

Allyson Mitchell, just a brief introduction to what we're calling the "Alli Project"…I will be putting together an easy to use template to send out to a variety of contacts around the island to initiate a letter-writing campaign in support of the Nantucket Home Rule Petition regarding the Transfer Fee. The hope is to make this campaign easy for residents from on and off Nantucket to put into writing their support.

Penny Dey, one of the things is to have people – residents of Massachusetts – direct communication to their legislators about this, the seasonal residents.

Brian Sullivan, maybe we can work with the housing coalitions of other cities and towns who are doing the same thing to work with them.

Tucker Holland, in particular, it's the Boston based legislators that we really want to connect with and have our seasonal residents connect with. With Michelle Wu as the Boston mayor, I think there's a lot of belief that the Boston home rule petition will go somewhere. That's a train that we want to be on. Our bill proceeded it, and our bill is very similar to theirs.

Brooke Mohr, wants to help and wants to find a way to share stories not written.

IX. Amelia Drive RFP – UPDATE

Tucker Holland, we acquired 7 Amelia Drive a few years ago with funds that originated with the CPC…we've known that whatever we do at 7 Amelia needs to be restricted to the 100% AMI level or less because of the source of the funds. We were approached by Habitat, looking for runway for their next 3 home ownership opportunities, they are going to be in a position to begin work on those homes later this year, but they need to know soon where the site will be. We wanted to get the Trust's thoughts on the idea of potentially putting the Amelia Drive location up for an RFP, and Habitat could submit a bid.

Reema Sherry, would it be a duplex and a free standing cottage?

Tucker Holland, yes, the site will support three units.

Reema Sherry & **Dave Iverson** support the idea.

Brian Sullivan, I would love to see ownership units, would love to see Habitat in there. I do think that there is a large group of people in the non-profit sector that are seeking housing opportunities so personally I would like to define the number of units for the project more than the ownership capacity.

Brooke Mohr, I would agree. There is a lot of housing needs out there, it would be interesting to craft an RFP in some ways that we haven't thought about it. Non-profits are interesting, as that location does lend to a ground floor office space.

Reema Sherry, we had talked about having a commercial space involved when we were talking about moving the Rowland building there. That is an interesting component as long as we have space for nice desirable units for everybody.

Tucker Holland, yes, 3 is the limit based on the zoning. One question for the Board, do we care whether they are ultimately SHI eligible or not? Ownership units would not be SHI eligible. We could just add the criteria that they score higher if they're SHI eligible…

Brooke Mohr, it's interesting because we put Habitat through the process at Benjamin Drive to be SHI eligible. To back down from that would be a change of course.

Anne Kuzspa, a couple people, including WPI, had approached us about a re-using building materials store or site…just wanted to throw that out there as a potential commercial use. We aren't ready to do that, but we might be able to partner with someone ready to do that.

Tucker Holland, we'll put something together and circulate in advance of the next meeting and talk it through at that meeting. Maybe we'll be in position to move forward afterwards.

X. Orange Street RFP – Discussion

Tucker Holland, the Board will recall, we put Orange Street in a bit of a holding pattern pending the new determination of what our 10% requirement was going to be. When we last had a projection, at that point it was anticipated that we would have our new number in the spring. More recently, it's been indicated to us that it's not likely to be before this fall, that we will have our new 10% requirement. So I think we're basically wanting to revisit the holding pattern and talk about the idea of moving forward at the Orange Street location sooner rather than later, given the need that exists.

Reema Sherry, are we thinking about rental or ownership? I had mentioned, thinking about underserved populations like the elderly. That probably should be part of the RFP if that's what we're thinking about.

Brian Sullivan, my impression that we're leaning towards rentals because it will still count towards the total SHI number. How many deep-low AMI units can we go for, so we can explore some tax incentives. We have the potential for 32 units with zoning correct?

Tucker Holland, yes up to 32. I wanted to add to Reema's question, we're definitely looking at rental with this location. The funds used to purchase the property were a combination of CPC and Neighborhood First. Under CPC, 25% of the units must be at 100% or less. Under Neighborhood First, everything we produce must be SHI eligible.

Brooke Mohr, that is a great location for seniors because they can live car-free.

Reema Sherry, save the tree if possible!

Tucker Holland, sounds like general concurrence is moving forward sooner rather than later. We can work on a draft RFP that incorporates an elderly component along with the other items we've touched on here. It may take a couple of meetings to arrive at something we want to issue.

XI. Project to Find Scope of Demand – DISCUSSION

Brian Sullivan, what are the needs? We know its massive, but how do we quantify it?

Brooke Mohr, we're talking a lot about the housing shortage, the short-term rental conversations, everyone is talking about needing data for decision making. It's hard to make the appropriate decisions without being able to back up those decisions without concrete information. It's helpful in the long term conversation, why we're choosing A over B or C over D, like what we just talked about with Orange Street. Need to know the pockets of need in terms of demographics etc. I feel like we're in a different place now in terms of community engagement and I hope we can get better participation than we did when we engaged the Data Platform in the past regarding this.

Reema Sherry, Shantaw and I volunteered to be a subcommittee on this and would like to get with Tucker to talk about entities that are capable of doing this, outside of the Data Platform. One of the places to look would be the waiting lists and then see if we can talk to the banks in terms of what they have for pre-approved loans. And also talk to realtors to hear what they're hearing. Areas that weren't farmed in our first project.

Ken Beaugrand, I think this is part of a broader question that we, as the Trust, need to address. Because there are two parts to creating a community. One is addressing the rental component – which we've made great strides on – but the other part is that if we really truly hope to have a community that can live on forever, we need to have an ownership component. Any strategy we have needs to address how to provide rentals/short term housing until they're in a position to be able to own here. Until you do that, I'm not sure we're ever going to have a long-term community that has young people in it. Part of what I see, we need to understand that both sides of this equation need to be addressed as the Trust. Tucker has been working hard on the land trust, but I don't want to lose site of the idea that we need to create a viable community that's here for the long term.

Penny Dey, so much of what we do is prescribed by the AMI, but there is a sector of our community – the most vulnerable – will never qualify even at the lowest level of the AMI. Who is looking out for them? I don't think we should be ignoring this if we're going to be looking at the whole housing picture.

Dave Iverson, its complex, but I think we need data. And where do we go to get that, that's the question.

Brian Sullivan, personally I was disappointed by the results of the last study we did. I'm not sure if we're looking for new answers to the same questions…it's very easy for us to talk to Richmond about how many applications they have, etc. I think that we should elevate this conversation from our Board and bring Fin Com into the conversation and bring the Select Board into the conversation. This is clear to me, it's a town issue. I appreciate Reema and Shantaw beginning to create it, but in my opinion we need more groups.

Penny Dey, I think this has to be collaborative. One consultant won't do the trick.

Brooke Mohr, I think housing is the largest issue that effects our future economically and as a healthy community. I think this sounds like a larger scale economic analysis about the need for workforce, how to house that workforce, and what does our economy look like going forward. Every conversation about the future of Nantucket has this housing question underpinning it. This goes beyond knowing who needs housing, but what is our long term future looks like. We can be the driving force here.

Brian Sullivan, lets raise the scope and get a greater involvement and get real answers to a 50-year problem. How do we take this conversation and bring it to a handful of other Boards and see what kind of participation we can get?

Tucker Holland, who are the other Boards? Fin Com, Select Board, Planning Board? And I might add the Chamber into that mix.

Reema Sherry, I would do NP&EDC because that's their purview.

Dave Iverson, are there church groups that we should be approaching for their input? They see it in a whole different way than any Board. We need to reach into some corners to pull out community members that see that impact on a daily basis.

Brooke Mohr, we should also add our conservation groups, there is room for conversations there as well.

Tucker Holland, there are two parts. There's the group looking at forming the scope of what we're seeking consultants to come in and answer/the questions that we form. And then there's the actual doing of the work where we're wanting to reach into every corner as Dave was describing. Who do we want on the scope formation?

Penny Dey, we need stories but also we need to figure out, what are we gonna do about it?

Brian Sullivan, how are we going to take this data and use it to roll out projects we have resources for. If the scope is broad enough and impactful enough for the island, economy and community, maybe there is a way to get greater participation and resources from the state or the members of our community when people vote. For example, I think about restaurants last season who couldn't staff…they gave up 30% of their income. What is the meals and alcohol tax on that missed income that our economy took a hit on? It's a deeper conversation of the whole impact on our community.

Reema Sherry, I would like to get idea on consultants and I'm thinking a conversation with Judi Barrett might send us in the right direction? This is almost like Master Plan stuff, so firms that work in that context would probably be helpful.

Brian Sullivan, to that point, we should quickly go to the NPEDC and find out where they stand in the Master Plan and how do these concepts work together.

Tucker Holland, I agree that reaching out to Judi at one point could be useful, but I don't want the tail to wag the dog. If we assemble a group that has reps from this committee, Fin Com, SB, NP&EDC, Chamber, church groups and conservation groups as well as the non-profit community. I think if that group can identify the kinds of questions and scope of what we're looking for, then we could take it to Judi and others in terms of where we want to get this out to. I think we may end up with a firm that isn't necessarily on Judi's radar.

Brooke Mohr, I wonder if this begins with a professionally facilitated question like, how does the housing shortage impact your work? Then there's Town Government?

Brian Sullivan, I think we're past that point. Everybody is screaming from the mountain tops those questions.

Brooke Mohr, "How does housing affect your work" should define your other questions.

Ken Beaugrand, aren't we looking for ways to solve this as opposed to ask questions? We know the questions, we just don't know how to answer those in order to address the needs of all the community members.

Brian Sullivan, let's see if that list of community members can get together and go out and find the scope.

Dave Iverson, I'm not against hiring professionals but I think that shouldn't be our go to. I think we should organize this committee and establish the scope and then, if we get hog-tied and don't have the ability to move forward we can turn to professionals, but the professionals don't seem to be sensitive to the local issues surrounding our problems.

Tucker Holland, I agree with Dave essentially, I think I will reach out to those groups we identified and put together a description of what we're trying to accomplish and ask for a representative from each of those groups. I'll prepare an email to circulate amongst our Board first and then will send out to the other groups in the next 24 hours.

XII. Other Business

- **Next Meeting – Tuesday, March 22, 2022**
  - Can we go back to 1pm?
  - Will check with Dawn (no longer present on meeting) and Erika in the Operations Office.

XIII. Board Comments

None

XIV. Executive Session, Pursuant to MGL C. 30A § 21(A)

- Purpose 6: To consider the purchase, exchange, lease or value of real property where an open meeting may have a detrimental effect on the negotiating position of the public body.

Specific matter requires confidentiality.
The **MOTION** was made by **Penny Dey** and seconded by **Brooke Mohr** to **go into executive session** to consider the purchase, exchange, lease, or value of real property where an open meeting may have a detrimental effect on the negotiating position of the public body, and not return to open session.

ROLL CALL of those participating:

6. Brooke Mohr	Aye
7. Dawn Holdgate	Aye
8. Reema Sherry	Aye
9. Penny Dey	Aye
10. Dave Iverson	Aye
11. Shantaw Bloise Murphy	Aye
12. Brian Sullivan	Aye

Agenda adopted by **UNANIMOUS** consent.

XV. Adjourn

Open Session Meeting ended at 1:23pm

Submitted by:
Allyson Mitchell

SUBORDINATION OF MORTGAGE

Nantucket Affordable Housing Trust Fund, a municipal affordable housing trust created pursuant to M.G.L. c. 44, Section 55C u/d/t dated February 8, 2010 and recorded with the Nantucket County Registry of Deeds in Book 1221, Page 20 (the "Declaration of Trust"), as amended by a First Amendment dated September 25, 2014 and recorded with said Registry in Book 1452, Page 272, being the holder of a mortgage from **Laura Zagayko Steele and Brian Clagett Steele** to it, dated May 14, 2021 recorded with Nantucket Deeds at Book 1824, Page 54 (Subordinated Mortgage), and to future advances thereunder, for consideration paid, hereby consents and agrees that the lien and priority of the Subordinated Mortgage shall be subordinate and junior to a mortgage from Laura Zagayko Steele and Brian Clagett Steele to The Cape Cod Five Cents Savings Bank dated ___________ _____, 2022 in the face amount of $863,000.00 and recorded with Nantucket Deeds at Book _______, Page _____ as if the new mortgage had been executed and recorded and all advances made thereunder immediately prior to the Subordinated Mortgage held by the undersigned.

STREET ADDRESS: 21 South Shore Road f/k/a 2 S Pasture Lane, Lot B,
Nantucket, MA

The undersigned is duly authorized as the Chairman of the Nantucket Affordable Housing Trust fund to sign this document on behalf of the Trust.

COUNTERPART SIGNATURE PAGE

TO

SUBORDINATION OF MORTGAGE

Executed under seal this _____ day of ____________, 2022.

Nantucket Affordable Housing Trust Fund

____
Brian Sullivan, Chairman

COMMONWEALTH OF MASSACHUSETTS

Nantucket, ss.

On this _____ day of ___________, 2022, before me, the undersigned notary public, personally appeared, **Brian Sullivan** (a) ☐ personally known to me, or (b) ☐ proved to me through satisfactory evidence of identification, which was, ________________________ (type of identification), to be the person whose name is signed on the preceding or attached document and acknowledged to me that **he** signed it voluntarily for its stated purpose as **his** free act and deed as a Trustee and Chairman aforesaid on behalf of Nantucket Affordable Housing Trust Fund.

____
Notary Public
My Commission expires:

AHT Meeting Dates

Tuesday, March 22, 2022

- Materials needed by Thursday March 17 at 4pm
- Disbursements made April 8

Tuesday, April 19, 2022

- Materials needed by Thursday April 14 at 4pm
- Disbursements made April 29

Tuesday, May 17th, 2022

- Materials needed by Thursday May 12 at 4pm
- Disbursements made May 27

Tuesday, June 21, 2022

- Materials needed by Thursday June 16 at 4pm
- Disbursements made late July (exact date known once FY23 warrant schedule released)

Tuesday, July 19, 2022

- Materials needed by Thursday July 14 at 4pm
- Disbursements made…

Tuesday, August 16, 2022

- Materials needed by Thursday August 11 at 4pm
- Disbursements made…

Tuesday, September 20, 2022

- Materials needed by Thursday September 15 at 4pm
- Disbursements made…

Tuesday, October 18, 2022

- Materials needed by Thursday October 13 at 4pm
- Disbursements made…

Tuesday, November 15, 2022

- Materials needed by Thursday November 10 at 4pm
- Disbursements made…

Tuesday, December 20, 2022

- Materials needed by Thursday December 15 at 4pm
- Disbursements made…

Property Address	Amount Approved	Date Approved	% of AMI	Amount of Return Check	Actual Closing Cost Loan
Scotch Broom Path	$ 15,000.00	3/20/2017	80%	$ 8,000.00	$ 7,000.00
Blue Flag Path	$ 15,000.00	3/20/2017	80%	$ -	$ 15,000.00
Wood Lily	$ 15,000.00	3/21/2017	150%	$ 8,081.73	$ 6,918.27
Nanina Drive	$ 15,000.00	4/25/2017	100%	$ 8,774.85	$ 6,225.15
Nanina Drive	$ 15,000.00	4/25/2017	100%	$ 7,164.91	$ 7,835.09
Nanina Drive	$ 15,000.00	5/10/2017	100%	$ 8,325.76	$ 6,674.24
Nanina Drive	$ 15,000.00	5/23/2017	100%	$ 8,117.23	$ 6,882.77
Nanina Drive	$ 9,253.27	9/19/2017	80%	$ -	$ 9,253.27
Wappossett Circle	$ 15,000.00	9/19/2017	80%	$ 7,527.84	$ 7,472.16
Wappossett Circle	$ 15,000.00	9/19/2017	80%	$ 6,059.51	$ 8,940.49
Wappossett Circle	$ 15,000.00	9/19/2017	80%	$ 6,362.44	$ 8,637.56
Wappossett Circle	$ 15,000.00	9/19/2017	80%	$ 5,605.24	$ 9,394.76
Wappossett Circle	$ 15,000.00	9/19/2017	80%	$ 9,500.00	$ 5,500.00
Wappossett Circle	$ 15,000.00	9/19/2017	80%	$ 5,829.55	$ 9,170.45
Wappossett Circle	$ 15,000.00	9/19/2017	80%	$ 9,834.00	$ 5,166.00
Wappossett Circle	$ 15,000.00	9/19/2017	80%	$ 6,350.55	$ 8,649.45
Wappossett Circle	$ 15,000.00	9/26/2017	80%	$ 5,631.25	$ 9,368.75
Wappossett Circle	$ 15,000.00	9/26/2017	80%	$ 5,819.02	$ 9,180.98
Wappossett Circle	$ 15,000.00	9/26/2017	80%	$ 4,211.20	$ 10,788.80
Wappossett Circle	$ 15,000.00	9/26/2017	80%	$ 6,201.97	$ 8,798.03
Nanina Drive	$ 15,000.00	9/26/2017	100%	$ 8,381.06	$ 6,618.94
Nanina Drive	$ 15,000.00	9/26/2017	100%	$ 7,487.48	$ 7,512.52
Nanina Drive	$ 15,000.00	10/18/2017	150%	$ 5,081.04	$ 9,918.96
Nanina Drive	$ 15,000.00	10/18/2017	150%	$ 4,335.29	$ 10,664.71
Equator Drive	$ 15,000.00	11/14/2017	150%	$ 5,397.93	$ 9,602.07
Nanina Drive	$ 15,000.00	11/14/2017	150%	$ 3,898.75	$ 11,101.25
Weatherly Place	$ 15,000.00	12/20/2017	150%	$ 5,417.88	$ 9,582.12
Wappossett Circle	$ 9,130.95	1/16/2018	150%	$ -	$ 9,130.95
Nanina Drive	$ 15,000.00	4/17/2018	80%	$ 8,100.21	$ 6,899.79
Nanina	$ 15,000.00	4/17/2018	80%	$ 11,883.70	$ 3,116.30
Milestone Road	$ 15,000.00	5/23/2018	80%	$ 3,396.50	$ 11,603.50
Helens Drive	$ 15,000.00	5/23/2018	150%	$ 344.74	$ 14,655.26
Blazing Star	$ 15,000.00	6/27/2018	80%	$ 6,127.11	$ 8,872.89
Folger Ave.	$ 15,000.00	6/27/2018	150%	$ 2,302.86	$ 12,697.14
Waydale	$ 15,000.00	7/25/2018	150%	$ 332.91	$ 14,667.09
Trotters Lane	$ 15,000.00	8/18/2018	150%	$ 10,071.23	$ 4,928.77
Essex Rd	$ 15,000.00	11/5/2018	80%	$ 4,552.16	$ 10,447.84
Greglen	$ 15,000.00	12/18/2018	80%	$ 6,894.19	$ 8,105.81
Waitt Drive	$ 15,000.00	5/21/2019	80%	$ 8,579.10	$ 6,420.90
Evergreen	$ 15,000.00	7/16/2019	80%	$ 7,873.44	$ 7,126.56
Hull Lane	$ 15,000.00	7/16/2019	150%	$ 4,694.49	$ 10,305.51
Chuck Hollow	$ 15,000.00	9/17/2019	150%	$ 4,488.50	$ 10,511.50
Friendship Ln	$ 15,000.00	10/15/2019	150%	$ 15,000.00	$ -
Tashma	$ 15,000.00	10/15/2019	150%	$ -	$ 15,000.00
Nanina Dr	$ 15,000.00	11/19/2019	80%	$ 5,040.96	$ 9,959.04
Macys Ln	$ 15,000.00	11/19/2019	150%	$ 5,365.81	$ 9,634.19
Claredon	$ 15,000.00	11/19/2019	150%	$ 1,314.37	$ 13,685.63
Friendship Ln	$ 15,000.00	2/18/2020	150%	$ 11,407.13	$ 3,592.87
Webster Rd	$ 15,000.00	5/13/2020	100%	$ 3,688.88	$ 11,311.12
Somerset Rd	$ 15,000.00	6/24/2020	100%	$ -	$ 15,000.00
Skyline Dr	$ 15,000.00	8/5/2020	150%	$ 5,031.29	$ 9,968.71
Marble Wy	$ 15,000.00	8/5/2020	150%	$ 2,502.47	$ 12,497.53
Meeting House Ln	$ 15,000.00	10/20/2020	150%	$ 2,933.00	$ 12,067.00
South Pasture Ln	$ 15,000.00	12/7/2020	150%		$ 15,000.00
Beach Grass Road	$ 15,000.00	4/23/2021	175%	$ 5,480.92	$ 9,519.08
Somerset Unit 2	$ 15,000.00	5/11/2021	80%	$ 5,958.37	$ 9,041.63

Property Address	Amount Approved	Date Approved	% of AMI	Amount of Return Check	Actual Closing Cost Loan
Larrabee Lane	$ 15,000.00	5/11/2021	100%		*$ 15,000.00*
South Shore Rd.	$ 15,000.00	5/28/2021	150%	$ 2,470.31	$ 12,529.69
Larrabee Lane	$ 15,000.00	10/8/2021	150%	$ 9,000.93	$ 5,999.07
Skyline Unit 1	$ 15,000.00	10/18/2021	150%	$ 4,451.65	$ 10,548.35
Sandplain Dr.	$ 15,000.00	11/2/2021	175%		*$ 15,000.00*
Quail Lane	$ 15,000.00	11/29/2021	150%	$ 1,527.98	$ 13,472.02
Beach Grass Road	$ 15,000.00	1/19/2022	175%		*$ 15,000.00*
Correira Lane	$ 15,000.00	2/15/2022	150%		*$ 15,000.00*
Evergreen	$ 15,000.00		150%		*$ 15,000.00*
	$ 963,384.22			**$ 328,211.69**	**$ 635,172.53**

	# of CCAPs
80% AMI	**25**
100% AMI	**9**
150% AMI	**28**
175% AMI	**3**

ESTOPPEL AND AGREEMENT

This Estoppel and Agreement (this “Estoppel and Agreement”) is made as of February___, 2022 by The Town of Nantucket Affordable Housing Trust Fund, a municipal affordable housing trust created pursuant to G.L. c. 44, Section 55C, under a Declaration of Trust dated February 8, 2010, recorded with Nantucket County Registry of Deeds in Book 1221, Page 20, as amended by First Amendment to Declaration of Trust dated September 25, 2014, recorded with said Registry in Book 1452, Page 271, acting by and through its Board of Trustees, having an address of 2 Fairgrounds Road, Nantucket, Massachusetts 02554 (the “Trust”), in favor of Eastern Bank, having an address of 265 Franklin Street, Boston, MA 02110.

BACKGROUND

The Trust has entered into that certain Grant and Loan Agreement dated as of June 11, 2021 with Richmond Meadows Two P2A, LLC (the “Grantee”) (the “Loan Agreement”), evidenced by a Promissory Note by the Grantee in favor of the Trust in the original principal amount of $2,600,000.00 dated June 11, 2021 (the “Note”) and secured, in part, by that certain Mortgage, Security Agreement and Assignment of Leases and Rents by the Grantee in favor of the Trust dated as of June 11, 2021 and recorded with Nantucket County Registry of Deeds Department of the Land Court as Document Number 169975 covering a certain parcel of vacant land situated in the Town of Nantucket known and numbered as 2 Wildflower Drive and 1-3 Pimpernel Place (the “Premises”) (the “Mortgage”, and together with the Loan Agreement and the Note, the “Loan Documents”).

The Grantee, in order to finance construction and development at the Premises, is obtaining financing (the “Loan”) from Eastern Bank (the “Lender”). The Lender has requested the execution and delivery of this Estoppel and Agreement as a further condition to the making of the Loan.

ESTOPPEL AND AGREEMENTS

NOW, THEREFORE, in consideration of the foregoing and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Trust agrees and certifies as follows:

1. The Trust is the present holder of the Note and the Loan Documents.

2. A true, complete and accurate copy of the Note, the Loan Agreement and the Mortgage is attached hereto as Exhibit A. The Note, Loan Agreement and Mortgage are in full force and effect and there are no amendments, modifications or supplements thereto except as set forth in Exhibit A.

3. The Trust hereby warrants and represents as follows: (i) all payments, and other charges payable under the Loan Documents have been paid to the extent they are payable to the date hereof; (ii) neither the Trust nor the Grantee is in default under any of the terms of the Loan Documents and, to the best of the Trust’s knowledge, there are no circumstances which,

with the passage of time or the giving of notice or both, would constitute an event of default thereunder.

4. Lender shall be considered a First Mortgagee as set forth in the Loan Agreement and the Mortgage and shall be entitled to the rights and benefits provided thereunder to First Mortgagees.

5. The Loan Documents and this Estoppel and Agreement have been duly authorized by all requisite actions of the members of the Trust, which actions remain in full force and effect without modification as of the date hereof.

6. The Trust acknowledges and agrees that the Lender is materially relying upon this Estoppel and Agreement in providing the Loan to the Grantee, which Loan is being secured by the Premises.

[Signature page to follow.]

IN WITNESS WHEREOF, the Trust has caused this Estoppel and Agreement to be executed under seal by its duly authorized officers as of the date first above written.

TRUST:

TOWN OF NANTUCKET AFFORDABLE HOUSING TRUST FUND

By: ______________________________
Name:
Title:

The foregoing Estoppel and Agreement is hereby acknowledged and consented to by the Grantee as of the date first set forth above, and the Grantee hereby confirms that all of the facts set forth therein are true and complete.

RICHMOND MEADOWS TWO P2A, LLC

By: ____________________________
Name: Philip Pastan
Title: Manager

<u>Affordable Rental Housing Lottery</u>

Richmond Meadows II Rental Apartment Development
(Phase 2A) and (Phase 2B)
2 Wildflower Drive, 1 Bluestem Place, 2 Bluestem Place and 47 and 49 Beach Grass Road - Nantucket, MA

The Richmond Meadows II (Phase 2A) and (Phase 2B) Rental Apartment Development Project is comprised of 24-unit and 16-unit phases of the total 225-unit rental apartment community located off Old South Road in Nantucket. This lottery is for the series of 16 units of affordable apartment units which are scheduled to be available for initial occupancy in the late spring or early summer of 2022). These 16 affordable rental apartments will be made available through this application process and will be rented to households with the following annual income limits and at the following monthly rents:

- **Six (6) Units will be Rented to Households <u>Earning 50% or Less</u> of the Area Median Income (AMI)**
- **Four (4) Units will be Rented to Households <u>Earning 80% or Less</u> of the Area Median Income (AMI)**
- **Six (6) Units will be Rented to Households <u>Earning 100% or Less</u> of the Area Median Income (AMI)**

- <u>50% AMI Restricted Unit Monthly Rents</u>: Studios @ $955 *, 1BR's @ $1,088 *
- <u>80% AMI Restricted Unit Monthly Rents</u>: 1BR's @ $1,546 *, 2BR's @ $1,707 *
- <u>100% AMI Restricted Unit Monthly Rents</u>: Studios @ $1,725 *, 1BR's @ $2,319 *, 2BR's @ $2,577 *

**These monthly rents are based on the 2021 HUD income limits. In addition to the monthly rent, Tenants will pay for their own Electricity (Heat, Hot Water, and Cooking are all electric). The Landlord will pay for Water and Sewer charges.*

The <u>MAXIMUM</u> Household Income Limits are as follows:
- **<u>50% AMI Restricted Units</u>: $42,900 (1 Person), $49,000 (2 People)**
- **<u>80% AMI Restricted Units</u>: $58,950 (1 Person), $67,350 (2 People), $75,750 (3 People), $84,150 (4 People)**
- **<u>100% AMI Restricted Units</u>: $85,960 (1 Person), $98,240 (2 People), $110,520 (3 People), $122,800 (4 People)**

A Public Informational Session will be held on <u>March 30th, 2022</u>, starting at 6:00 pm via YouTube livestream at **https://youtu.be/8TTU_zSYHzI** (or just search for SEB Housing in YouTube) and via Conference Call – (425) 436-6200**.** Code: 862627. Households can also attend the livestream and conference call in the Community Room of the Public Safety Building at 4 Fairgrounds Road, Nantucket.

Completed Applications and Required Income Documentation must be delivered, or postmarked, by 2:00 pm on <u>May 10th, 2022</u>. Applications postmarked by the deadline must be received no later than 5 business days from the deadline.

The Lottery for eligible households for these 16 AMI restricted affordable rental apartments will be held on <u>May 23rd, 2022</u> at 6:00 pm.

For Lottery Information and Applications, or for reasonable accommodations for persons with disabilities, go to www.sebhousing.com or call (617) 782-6900 x1 and leave a message.
For TTY Services dial 711. Free translation is available.
Applications are also available at the Nantucket Atheneum Library located at 1 India Street.
(Mon 9:30-1:00, Tu-Wed 9:30-5:00, Th 9:30-7:30, Fri 9:30-5:00, Sat 9:30-4:00)

EQUAL HOUSING OPPORTUNITY

Affordable Unit Application

(For 50%, 80% and 100% AMI Restricted Apartment Units)

Richmond Meadows II Rental Apartment Development
(Phase 2A) and (Phase 2B) (2022 Lottery)

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2 Wildflower Drive, 1 Bluestem Place, 2 Bluestem Place and 47 and 49 Beach Grass Road - Nantucket, MA

Applications must be completed and received by: 2:00 pm on May 10th, 2022.

The MAXIMUM Household Income Limits to Qualify are as follows:

50% AMI Restricted Units: $42,900 (1 Person), $49,000 (2 People)
80% AMI Restricted Units: $58,950 (1 Person), $67,350 (2 People), $75,750 (3 People), $84,150 (4 People)
100% AMI Restricted Units: $85,960 (1 Person), $98,240 (2 People), $110,520 (3 People), $122,800 (4 People)

**These limits are based on 2021 HUD income limits.*

The (Monthly) Rents are:

50% AMI Restricted Unit Monthly Rents: Studios @ $955 *, 1BR's @ $1,088 *
80% AMI Restricted Unit Monthly Rents: 1BR's @ $1,546 *, 2BR's @ $1,707 *
100% AMI Restricted Unit Monthly Rents: Studios @ $1,725 *, 1BR's @ $2,319 *, 2BR's @ $2,577 *

**These monthly rents are based on the 2021 HUD income limits. In addition to the monthly rent, Tenants will pay for their own Electricity (Heat, Hot Water, and Cooking are all electric). The Landlord will pay for water and sewer charges.*

The MINIMUM Annual Household Incomes are:

50% AMI units: $22,920 to lease a Studio, $26,110 to lease a 1BR
80% AMI units: $37,100 to lease a 1BR, $40,970 to lease a 2BR
100% AMI units: $41,400 to lease a Studio, $55,650 to lease a 1BR, $61,850 to lease a 2BR

(Please read the Information Packet for more details). This is not subsidized housing. Rents do not change based on applicant's income and tenants will be responsible for paying the full rent themselves.

Applicants with Section 8 Vouchers should contact their local housing authorities before applying as the Fair Market Rents (FMR) (for FY 2022) in Nantucket are $1,587 (Studio), $1,848 (1BR) and $2,388 (2BR). Some housing authorities may not allow their voucher holders to use the voucher when the affordable rents are this close to the FMR so it is in the best interest of ALL voucher holders to verify that their voucher is usable here before going through this entire process. Please read the Information Packet for more details.

Directions for Completing and Submitting the Application:

Lottery Applications must be completed and delivered by the date and time listed at the top of this document.

If you are applying for Local Preference, you MUST include the Local Preference documentation as specified in this Lottery Application.

This Lottery Application must be filled out entirely in order for your application to be processed. Every space which is provided to be initialed by the applicant must be initialed, even if you answer "N/A". If a question does not apply to you, check "N/A". **LEAVE NOTHING BLANK**.

Send or drop off all applications by the date and time above to:

SEB Housing
Re: Richmond Meadows II
257 Hillside Ave
Needham, MA 02494
Fax: 617.782.4500
Email: info@sebhousing.com

This development does not discriminate in the selection of applicants on the basis of race, color, national origin, disability, age, ancestry, children, familial status, genetic information, marital status, public assistance recipiency, religion, sex, sexual orientation, gender identity, veteran/military status, or any other basis prohibited by law.

EQUAL HOUSING OPPORTUNITY

Richmond Meadows II (Phase 2A) and (Phase 2B):
Please provide all the following contact information for the Head of Household:

Applicant's Name:____

Address:____

City:______________________________State:____________Zip:____________

Home Phone:(______)________________ Work Phone:(______)________________

Cell Phone:(____)____________________ Employer:__________________________

Email address:______________________@__________________________________

Please note: ***We will only use your email address to contact you about this application****. Providing your email should facilitate the process of completing your application as you will be notified of missing documentation faster than if we can only send notifications via postal mail. We will not contact you about future lotteries unless requested.*

Anticipated Move-In/Lease Renewal Date: ______________________________

Bedroom Size Information: For which bedroom size are you applying (you can select more than one)

- ☐ Studio
- ☐ 1 bedroom
- ☐ 2 bedroom

Do you currently receive or do you have a Section 8 mobile voucher or certificate? (The Lottery Agent does not discriminate based on source of income. This question is asked for the sole purpose of determining ability to pay rent.)

☐ Yes ☐ No

Please fill out the chart below for everyone who will be occupying the unit:

NAME A.	AGE B.	HEAD OF HOUSEHOLD OR DEPENDENT C.	RELATIONSHIP TO APPLICANT LISTED AT THE TOP OF THIS PAGE D.

I certify that my Household Size is (total number of entries in column A) ________.

Initial(s): ________ **Initial(s): ________**

<u>HOUSEHOLD TYPE</u> (please check one, read the Information Packet for more details):

Type III

☐ 6 person household: all types

☐ 5 person household: all types

☐ 4 person household: all types

☐ 3 person household: 1 head-of-household plus 2 dependents

☐ 3 person household: 2 heads-of-household plus one dependent, where heads of household *cannot be required to share a bedroom as a consequence of sharing would be a severe adverse impact on his or her mental or physical health*

Type II

☐ 3 person household: 2 heads-of-household plus 1 dependent

☐ 2 person household: 2 heads-of-household *who cannot be required to share a bedroom as a consequence of sharing would be a severe adverse impact on his or her mental or physical health*

☐ 2 person household: 1 head-of-household plus one dependent

Type I

☐ 2 person household: 2 heads-of-household

☐ 1 person household: all types

<u>RACE:</u> (OPTIONAL)
You are requested to complete the following optional section in order to assist in determining preference. Completing this section may qualify you for additional lottery pools. (Please check all boxes that apply):

☐ Alaskan Native and Native American
☐ Black or African American
☐ Hispanic or Latino
☐ White (not of Hispanic origin)
☐ Asian
☐ Native Hawaiian or Pacific Islander
☐Other (please specify)_______________________

<u>RELATED PARTY</u>
Is any member of the household related to or employed by the developer or related to or employed by the Property Management Company?
☐ Yes
☐ No
If yes, please explain the relationship in the space provided here:

<u>PREFERENCE INFORMATION</u>

(Please note that documentation **<u>will</u>** be required to verify preferences after the lottery and **households who incorrectly apply for a preference will be dropped from all waiting lists**)

Do you or any member of your household qualify for Local Preference? An applicant qualifies for local preference if the applicant or a member of their household fit into one of the following categories (A) a current resident of Nantucket or (B) an employee of a business located in Nantucket including Town employees or (C) a current student in the Nantucket school system (such as METCO students)

☐ Yes

☐ No

If yes, you MUST provide the following:

<u>Required Documentation</u>:

If qualifying under definition (A) as detailed above: please submit a copy of two (2) utility bills 1 from each utility company in your name dated within the last 60 days, e.g., (1) electric, (1) oil, (1) cable, (1) gas, or (1) telephone **landline (not cell phone).** If utility bills cannot be provided the following documentation **must** be provided: current signed lease **AND** proof of voter registration from Town of Nantucket Election Department

If qualifying under definition (B) as detailed above: please submit copies of pay stubs *AND IF THE PAY STUBS DO NOT SHOW THE ADDRESS OF THE JOB* please submit a **signed statement** from the Town of Nantucket on official letterhead that states the employer and address of the job and the employee's name.

If qualifying under definition (C) as detailed above: please submit copies of pay stubs *AND IF THE PAY STUBS DO NOT SHOW THE ADDRESS OF THE JOB* please submit a **signed statement** from your employer on company letterhead that states the address of the job and the employee's name.

If qualifying under definition (D) as detailed above: please submit copies of Nantucket school transcripts AND proof of relation to the student (by birth certificate or legal guardianship or divorce decree)

Are you, or any member of your household, in need of an accessible unit? This is defined as persons with a physical disability that meet standards established by the Department of Housing and Community Development and state laws for disabled accessible housing and <u>who needs the features of a disabled-accessible unit</u>.

☐ Yes

☐ No

<u>REASONABLE ACCOMMODATION</u>

Persons with disabilities are entitled to request a reasonable accommodation in rules, policies, practices, or services, or to request a reasonable modification in the housing, when such accommodations or modifications may be necessary to afford persons with disabilities an equal opportunity to use and enjoy the housing.

Does any member of the household have any accessibility or reasonable accommodation requests or changes in a unit or development or alternative ways we need to communicate with you?

☐ Yes

☐ No

If yes, please explain in the space provided here or write a signed statement and attach it:

INSTRUCTIONS FOR COMPLETING THE FOLLOWING INCOME TABLE

Please complete the Income Table on the following two pages. You will later be asked to attach supporting documentation in the form of the **five most recent consecutive pay stubs and/or income statements for all sources of income, W-2 statements** and the **most recent federal income tax returns** (including all attachments and amendments) for each member of the household.

For seasonal employment, you must indicate the average monthly income you expect to earn over the next 12 months. FOR EXAMPLE: if you have a job where you make $3,000/month for 4 months and do not work that job the rest of the year, you would earn $12,000 in a year at that job, which is an average of $1,000/month. So if you are going to work that job sometime in the next 12 months, you would list the job in the Income Table on the next page with a monthly income of $1,000/month EVEN IF YOU ARE NOT CURRENTLY WORKING THERE.

For the purpose of **income determination**, **"Household"** shall mean all persons whose names appear on the lease, and also all persons who intend to occupy the housing unit as their permanent primary residence, even if they are not included on the lease. Legally married couples shall both be considered part of the household, even if separated. The incomes of *all* household members will be included, with the exception of income from employment for household members under the age of 18 or any income over $480/year of full-time students who are dependents (but please note that documentation of income for those dependents still needs to be supplied).

Please note:

1. Gross income from current wages, salaries, tips, etc. is the full amount, before any deductions, and is the amount used to determine estimated current annualized income.
2. For self-employed applicants- include the contract or job name in the space provided. You will be directed to all the additional documentation you will need to submit once your application has been completed**.**
3. "Interest Income" refers to any amount that you receive from any asset except for amounts drawn down from a retirement account or 401K as those go on the lines for "pension" or "retirement funds".

INCOME

Household Member Name	Source of Income	Current GROSS Monthly Income
	Employer (name)	
	Employer (name)	
	Employer (name)	
	Employer (name)	
	Employer (name)	
	Seasonal Employer (name)	
	Seasonal Employer (name)	
	Seasonal Employer (name)	
	Seasonal Employer (name)	
	Seasonal Employer (name)	
	Self-Employed (contract/job name)	
	Self-Employed (contract/job name)	
	Self-Employed (contract/job name)	
	Child Support/Alimony	
	Child Support/Alimony	
	Social Security Income	
	Social Security Income	
	Social Security Income	
	Social Security Income	
	SSDI	
	SSDI	
	Pension (list source)	
	Pension (list source)	
	Retirement Funds	

Household Member Name	Source of Income	Current GROSS Monthly Income
	Unemployment Compensation	
	Workman's Compensation	
	Severance Pay	
	Title IV/TANF	
	Full-Time Student Income (18 & Over Only)	
	Full-Time Student Income (18 & Over Only)	
	Periodic payments from family/friends & Recurring Gifts *(i.e. rent assistance from family)*	
	Interest Income (source)	
	Interest Income (source)	
	Interest Income (source)	
	Interest Income (source)	
	Interest Income (source)	
	Interest Income (source)	
	Other Income (name/source)	
	Other Income (name/source)	
	Gross Monthly Household Income (GMHI)	**$ /month**
GMHI x 12 =	**Gross Annual Household Income**	**$ /year**

ASSETS

If a section doesn't apply, cross out or write NA. In the next section you will be directed to submit detailed bank/balance statements for EVERY ASSET listed here. If any household member has divested themselves of an asset for less than full and fair present cash value of the asset within two years prior to this application, the full and fair cash value of the asset at the time of its disposition must be listed below.

	Bank Name	Last 4 Digits of Acct Number	Amount	
Checking Accounts			Balance $	
			Balance $	
			Balance $	
			Balance $	
Savings Accounts			Balance $	
			Balance $	
			Balance $	
			Balance $	
Venmo/Paypal/ Cash-Apps			Balance $	
			Balance $	
Trust Account			Balance $	
Certificates (or CDs)			Balance $	
			Balance $	
			Balance $	
Savings Bonds	Maturity Date:		Value $	
	Maturity Date:		Value $	
401k, IRA, Retirement Accounts (Net Cash Value)	Company Name:		Value $	
	Company Name:		Value $	
	Company Name:		Value $	
	Company Name:		Value $	
Mutual Funds	Name:	# of Shares:	Interest/ Dividends	Value
			$	$
			$	$
			$	$
Stocks			$	$
			$	$
			$	$
Bonds			$	$
			$	$
Investment Property			Appraised Value $	

REAL ESTATE

Do you, or anyone on this application, own any property or have owned property in the past 2 years?	☐ Yes ☐ No
Are you, or anyone on this application, entitled to receive any amount of money from the sale of any property? (currently or thru an upcoming court settlement)	☐ Yes ☐ No
If yes to either question, type of property:	
Location of property:	$
Appraised Market Value:	$
Mortgage or outstanding loans balance due:	$

You must now read, sign and date the following page.

If you are applying for Nantucket local resident preference, you must also attach the documention as directed by the question on the page 4.

<u>Please read each item below carefully before you sign.</u>

1. **I hereby declare under pain and penalty of perjury that the information provided on every page of this application is true and correct. I understand that if any sources of income or assets are not disclosed on this application, or any information provided herein is not true and accurate, this application may be removed immediately from further consideration and I will no longer be allowed to reserve a unit.**
2. **I understand that all anticipated income over the next twelve (12) months must be disclosed in this application, including any and all seasonal employment or unemployment. I understand that failure to report any and all income change will result in removal of my application from further consideration, and I will not be allowed to reserve a unit.**
3. **I understand that, if my household is given the opportunity to move forward in the process of leasing an affordable unit, at Program Certification any changes to income at the same job or income source will need to be documented by at least four pay stubs showing that the change has already taken place.**
4. I understand that this application will be incomplete if I do not sign and date this page and initial at all indicated points in the application and that the failure to timely and/or fully supply information in accordance with the application may result in the the denial of my application and loss of position on all Waiting Lists.
5. The undersigned certify that none of the people listed in this application, or their families, have a financial interest in the development and none of the people listed in this application can be considered a Related Party by the affordable housing guidelines that govern this property.
6. The undersigned certify that the affordable unit will be undersigned's principal residence and the undersigned cannot own a home elsewhere or in trust while living in an affordable unit.
7. I understand that while previous years' tax transcripts and documentation are required, SEB Housing LLC does not use income reported on the previous years' tax documentation to calculate current annualized income.
8. I understand that the lease or residency agreement for the units to be occupied through this affordable housing program may be subject to cancellation if any of the information above is not true and accurate.
9. I understand that this is a preliminary application and the information provided **does not** guarantee housing. I also understand this is not the lease application used by the management company where the management company (not SEB Housing) will us criteria such credit score, tenant history and criminal background screening (in addition to affordable housing eligibility) to determine eligibility for an affordable unit.
10. I understand that any material change in the income or assets of my household that occurs after the submission of this application may make me ineligible for affordable housing. I understand that any changes to income or assets that may put my household into another income tier must be reported to SEB Housing.
11. Co-signers and Guarantors **are not** permitted unless they are co-tenants who will reside in the unit.
12. I acknowledge that if my email address is provided in this application, SEB Housing, LLC will correspond with me by email instead of postal mail unless I make a written request otherwise. I understand that any changes to my contact information or household composition must be reported to SEB Housing.
13. I acknowledge that the determination of eligibility by SEB Housing is based upon the guidelines that govern the Affordable Housing Program for the development and, as such, barring any confirmed error by SEB Housing in applying the guidelines and/or calculating income, the decision is final and I further agree to hold harmless SEB Housing from any claim(s) related to this application.
14. The undersigned give consent to the Town of Nantucket, SEB Housing LLC and Meadows II to verify the information provided in this application. The undersigned authorize the release of information necessary in determining income and assets from third-party references.

______________________________________ ________________

Applicant's Signature Date

______________________________________ ________________

Applicant's Signature Date

Send applications with ALL Local Preference Documentation (if applicable) as directed on the cover page. For Questions contact <u>info@sebhousing.com</u> or (617) 782-6900

This development does not discriminate in the selection of applicants on the basis of race, color, national origin, disability, age, ancestry, children, familial status, genetic information, marital status, public assistance recipiency, religion, sex, sexual orientation, gender identity, veteran/military status, or any other basis prohibited by law.

Down Payment Assistance Program – 3/18/2022

Initial considerations in establishing one:

- **Funding source** A portion of the $10 million in Article 20 at the 2022 ATM is geared toward ownership programs. Perhaps $1-2 million could be earmarked for a DAP pilot.
- **AMI level served** Up to 200% AMI? How do we prioritize the requests?
- **Amount available to an individual homebuyer** Perhaps we make up to $50k or $100k available with a 50/50 approach – the homebuyer needs to come up with 50% of the down payment requirement.
- **Determining who receives the assistance** With the CCAP, we knew we would be able to meet 100% of known demand when we established the program. We could see demand far outpacing the availability of funds for a DAP program, given the larger sums involved in each case. Perhaps the initial round of awards would be handled by lottery, then we could move to a first-come, first-served basis.
- **Underwriting** These are public monies. With the CCAP, we could largely rely on the underwriting done by the banks, and qualification done by the monitoring agencies. The program was designed to take the decision making on an individual application out of the AHT's hands – either one qualifies or not, and if they do the funds are awarded (to the extent they are available). Here, we would likely have to employ a greater level of scrutiny to ensure that funds were going to situations which meet even more ridged criteria. We may or may not want to mirror the asset limitations of existing programs.
- **Terms** What interest rate would be charged (e.g., current prevailing rate)? Timing of repayment (e.g., at sale or refi)?
- **Existing versus building** Would it be available to those situations requiring a construction loan?
- **Timing of implementation** Presuming favorable votes on Article 20 at ATM and at the ballot, funds would be available following July 1.
- **Select Board approval** While awards generally would be under $100k, we would want to know at the start this was a program the Select Board endorsed – that they see it going to address their new strategic goal under Housing to provide more home ownership opportunities for year-rounders.

Clay Street Proposal

Proposal for five homes to be built on Clay Street, Nantucket. Each lot will cost $400,000 paid by the Nantucket Affordable Trust Fund and/or other groups who may collaborate with them. Potential partners: Community Preservation Act, Housing Nantucket, Habitat for Humanity, etc. The $400,000 fee will pay for the land and the water service connections, electric utilities to each house. The 20x30' homes are ideal for the unserved individuals, couples and small families who aren't able to break into the current market.

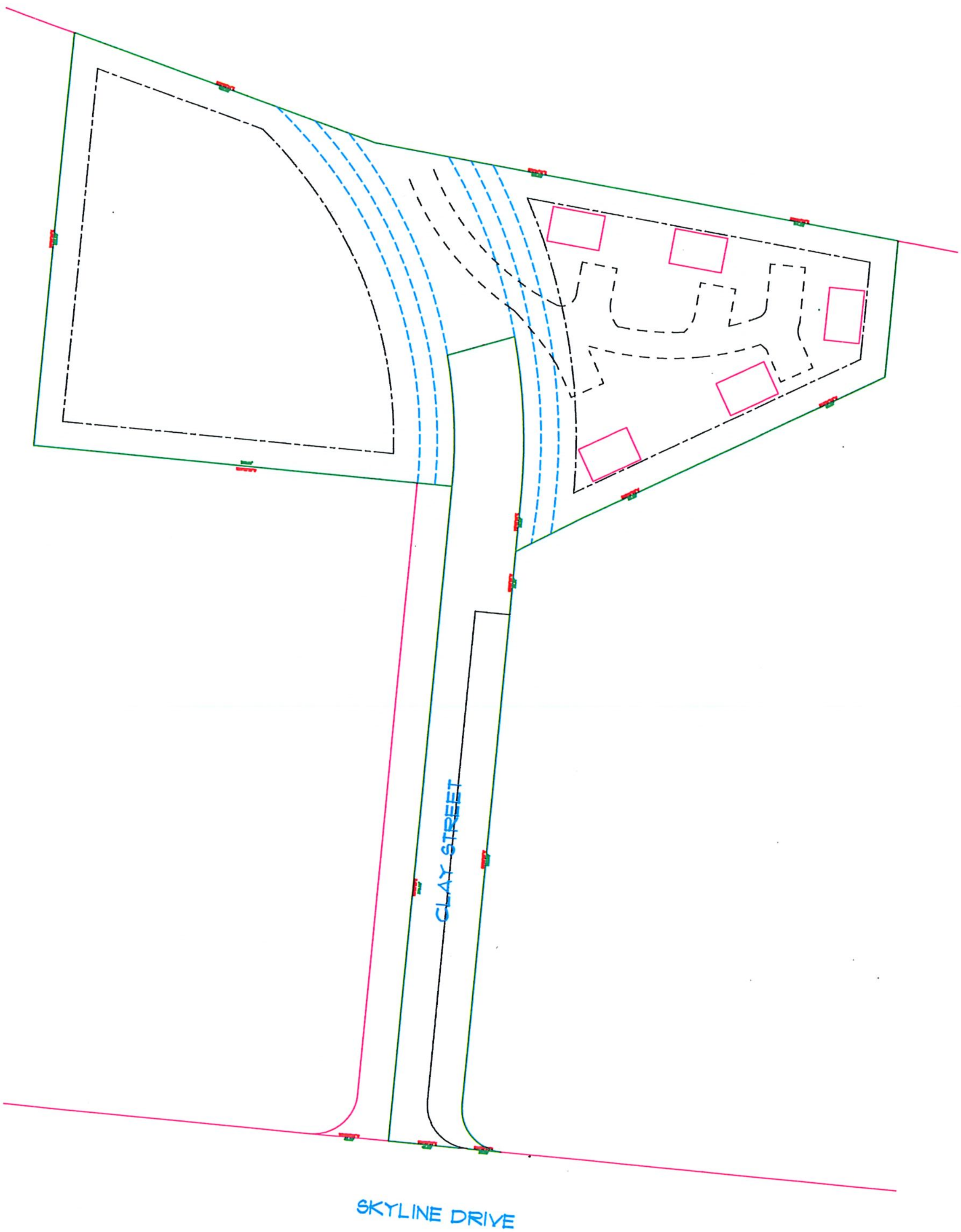
The sewer connection and capacity fees will be paid by the homeowners or the Trust. The 2022 connection fee is $4,000 and the capacity fee is $6,705.60 for three bedrooms or less. Sewer regulations allow for the Select Board to waive all or a portion of the fees and Chapter 396 section 11 authorizes extensions for new connections for public interest.

Buyers will complete applications through the Nantucket Affordable Trust Fund or others. Buyers will pay Clay Street LLC $700,000* for their home with the first floor completed.

Five homes approximately 30x20' = 600 sf--foot print

- Finished first floor one-bedroom one-bath kitchen/living utilities in basement with ten-foot basement walls
- Basement walk out door and one egress window of at least 20" wide by 24" high the others will be standard basement windows. Home owner to finish basement on their own.
- Second floor unfinished. Will frame and install a door at the top of the first-floor stairs to the second floor and leave secured. Home owner to finish as they can afford to.
- Grass lawns and paved driveway access for each dwelling.

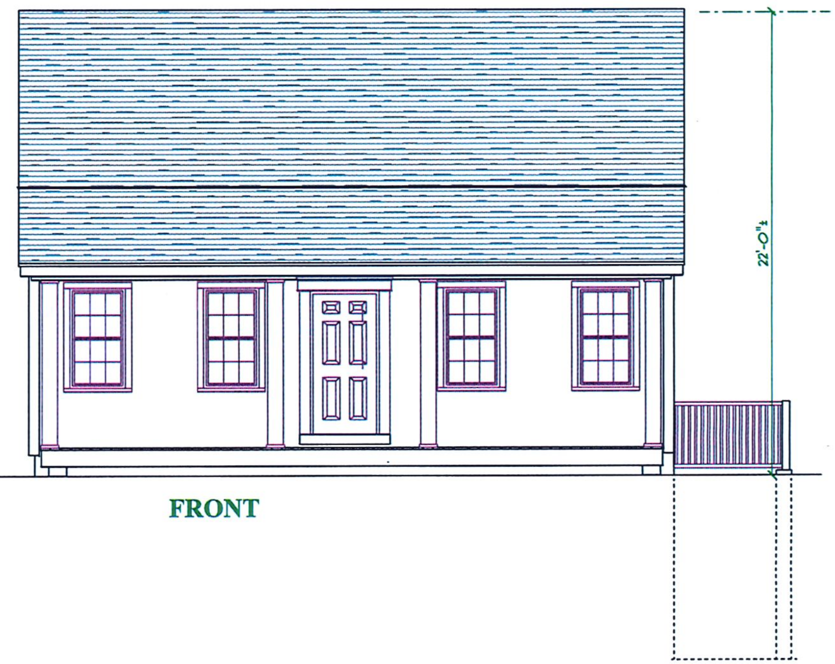
* based on February 2022 material costs



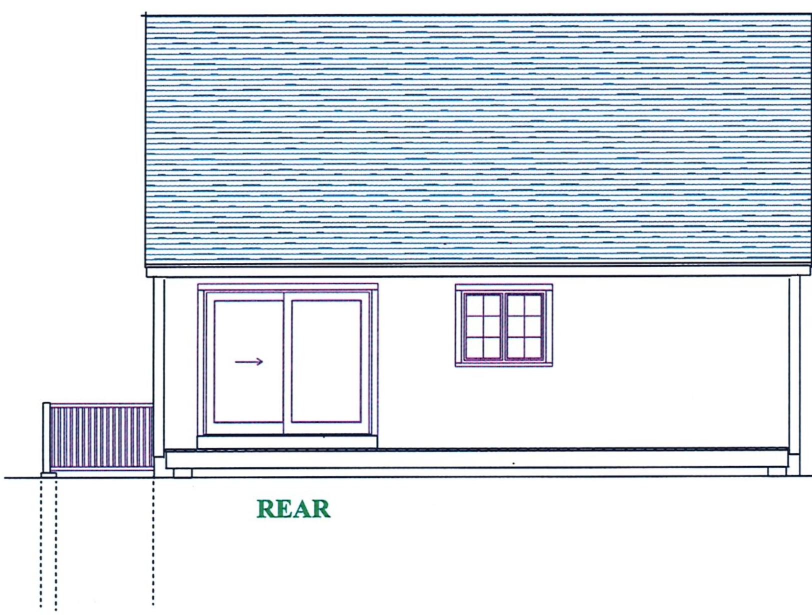
Houses 20x30'

COTTAGE STYLE A

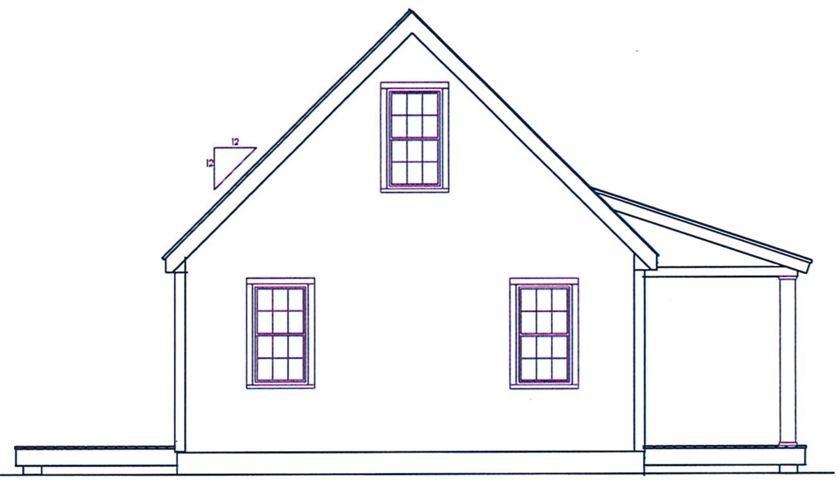
RIGHT



FRONT

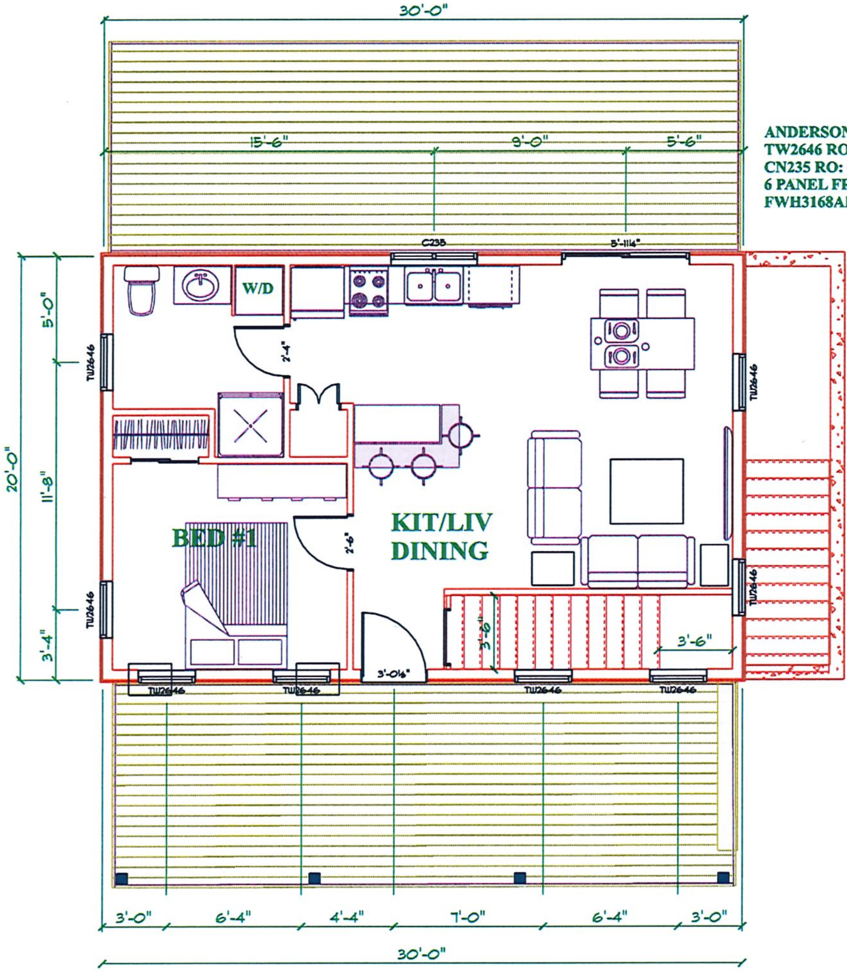


REAR

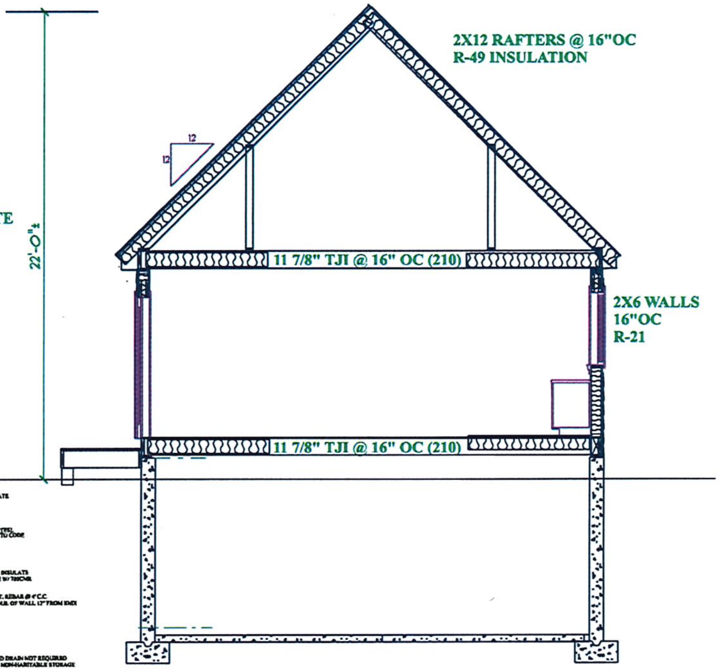


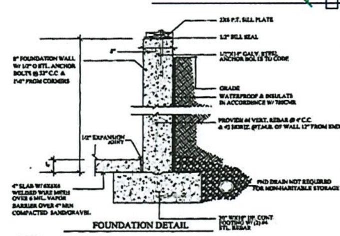
LEFT

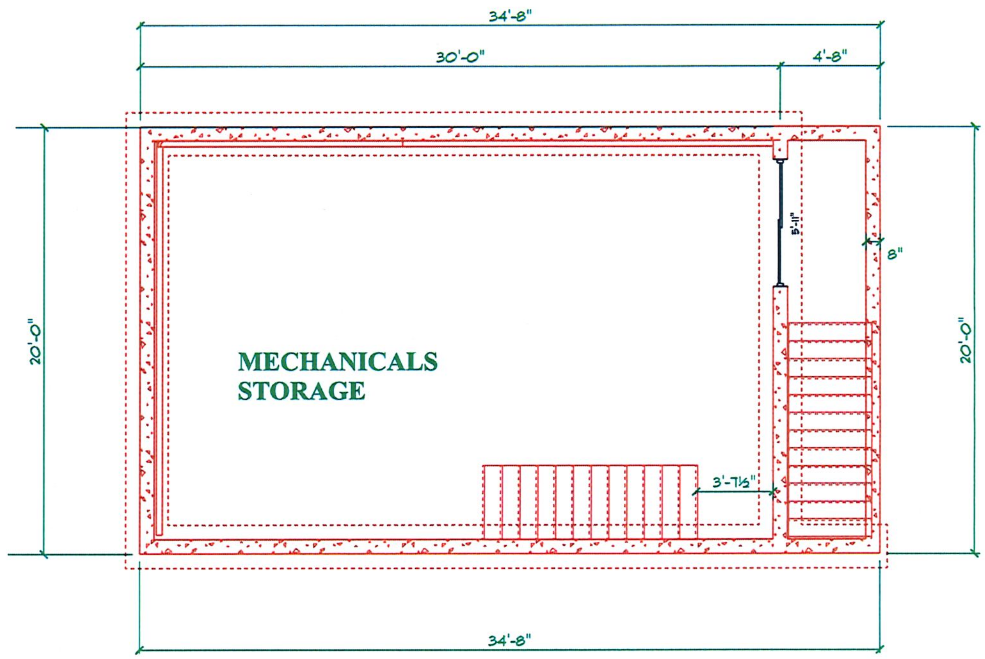
COTTAGE STYLE A
FIRST FLOOR PLAN-600SF



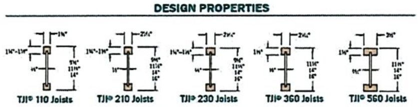
ANDERSON 400 SERIES WINDOWS/DOORS WHITE
TW2646 RO:2'-8 1/8" X4'-8 7/8"
CN235 RO: 4'-0 1/2" X3'-5 3/8"
6 PANEL FRONT DOOR 3'-0" X 6'-8"
FWH3168AL FRENCHWOOD HINGED DOOR







DESIGN PROPERTIES



Design Properties (100% Load Duration)

Depth	TJI®	Basic Properties: Joist Weight (lbs/ft)	Maximum Resistive Moment[1] (ft-lbs)	Joist Only EI x 10⁶ (in.²-lbs)	Maximum Vertical Shear (lbs)	Reaction Properties: 1¾" End Reaction (lbs)	3½" End Reaction (lbs)	3½" Intermediate Reaction (lbs): No Web Stiffeners	With Web Stiffeners[2]	5¼" Intermediate Reaction (lbs): No Web Stiffeners	With Web Stiffeners[2]
9½"	110	2.3	2,500	157	1,220	910	1,220	1,935	N.A.	2,350	N.A.
	210	2.6	3,000	186	1,330	1,005	1,330	2,145	N.A.	2,565	N.A.
	230	2.7	3,330	206	1,330	1,060	1,330	2,410	N.A.	2,790	N.A.
11⅞"	110	2.5	3,160	267	1,560	910	1,375	1,935	2,295	2,350	2,705
	210	2.8	3,795	315	1,655	1,005	1,460	2,145	2,505	2,565	2,925
	230	3.0	4,215	347	1,655	1,060	1,485	2,410	2,765	2,790	3,150
	360	3.0	6,180	419	1,705	1,080	1,505	2,460	2,815	3,000	3,360
	560	4.0	9,500	636	2,050	1,265	1,725	3,000	3,475	3,455	3,930
14"	110	2.8	3,740	392	1,860	910	1,375	1,935	2,295	2,350	2,705
	210	3.1	4,490	462	1,945	1,005	1,460	2,145	2,505	2,565	2,925
	230	3.3	4,990	509	1,945	1,060	1,485	2,410	2,765	2,790	3,150
	360	3.3	7,335	617	1,955	1,080	1,505	2,460	2,815	3,000	3,360
	560	4.2	11,275	926	2,390	1,265	1,725	3,000	3,475	3,455	3,930
16"	210	3.3	5,140	629	2,190	1,005	1,460	2,145	2,505	2,565	2,925
	230	3.5	5,710	691	2,190	1,060	1,485	2,410	2,765	2,790	3,150
	360	3.5	8,405	830	2,190	1,080	1,505	2,460	2,815	3,000	3,360
	560	4.5	12,925	1,252	2,710	1,265	1,725	3,000	3,475	3,455	3,930

(1) Caution: Do not increase joist moment design properties by a repetitive member use factor.
(2) See detail 1K on page 6 for web stiffener requirements and nailing information.

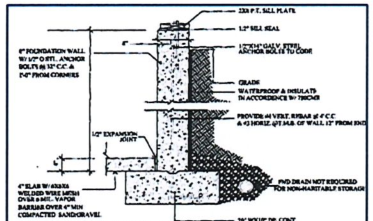
L/360 Live Load Deflection (Minimum Criteria per Code)

Depth	TJI®	40 PSF Live Load / 10 PSF Dead Load: 12" o.c.	16" o.c.	19.2" o.c.	24" o.c.	40 PSF Live Load / 20 PSF Dead Load: 12" o.c.	16" o.c.	19.2" o.c.	24" o.c.
9½"	110	18'-9"	17'-2"	15'-8"	14'-0"	18'-1"	15'-8"	14'-3"	12'-9"
	210	19'-8"	18'-0"	17'-0"	15'-4"	19'-8"	17'-2"	15'-8"	14'-0"
	230	20'-3"	18'-6"	17'-5"	16'-2"	20'-3"	18'-1"	16'-6"	14'-9"
11⅞"	110	22'-3"	19'-4"	17'-8"	15'-9"(1)	20'-5"	17'-8"	16'-1"(1)	14'-4"(1)
	210	23'-4"	21'-2"	19'-4"	17'-3"(1)	22'-4"	19'-4"	17'-8"	15'-9"(1)
	230	24'-0"	21'-11"	20'-5"	18'-3"	23'-7"	20'-5"	18'-7"	16'-7"(1)
	360	25'-4"	23'-2"	21'-10"	20'-4"(1)	25'-4"	23'-2"	21'-10"(1)	17'-10"(1)
	560	28'-10"	26'-3"	24'-9"	23'-0"	28'-10"	26'-3"	24'-0"	20'-11"(1)
14"	110	24'-4"	21'-0"	19'-2"	17'-2"(1)	22'-2"	19'-2"	17'-6"(1)	15'-0"(1)
	210	26'-6"	23'-1"	21'-1"	18'-10"(1)	24'-4"	21'-1"	19'-2"(1)	16'-7"(1)
	230	27'-3"	24'-4"	22'-2"	19'-10"(1)	25'-8"	22'-2"	20'-3"(1)	17'-6"(1)
	360	28'-9"	26'-3"	24'-9"(1)	21'-5"(1)	28'-9"	26'-3"(1)	22'-4"(1)	17'-10"(1)
	560	32'-8"	29'-9"	28'-0"	25'-2"(1)	32'-8"	28'-0"	26'-3"(1)	20'-11"(1)
16"	210	28'-6"	24'-8"	22'-6"(1)	19'-11"(1)	26'-0"	22'-6"(1)	20'-7"(1)	16'-7"(1)
	230	30'-1"	26'-0"	23'-9"	21'-1"(1)	27'-5"	23'-9"	21'-6"(1)	17'-6"(1)
	360	31'-10"	29'-0"	26'-10"(1)	21'-5"(1)	31'-10"	26'-10"(1)	22'-4"(1)	17'-10"(1)
	560	36'-1"	32'-11"	31'-0"(1)	25'-2"(1)	36'-1"	31'-6"(1)	26'-3"(1)	20'-11"(1)

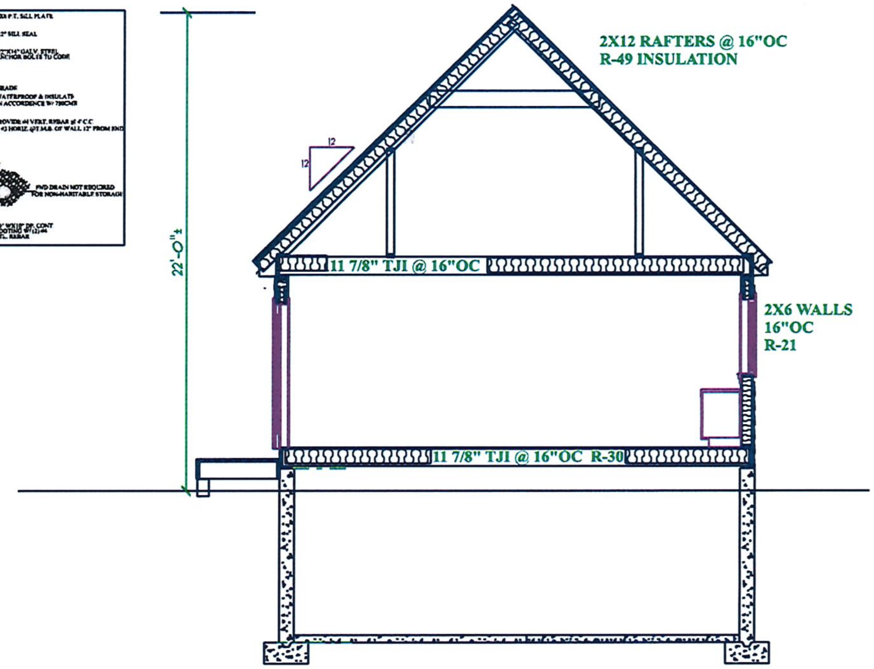
(1) Web stiffeners are required at intermediate supports of continuous-span joists when the intermediate bearing length is less than 5¼" and the span on either side of the intermediate bearing is greater than the following spans:

COTTAGE STYLE B

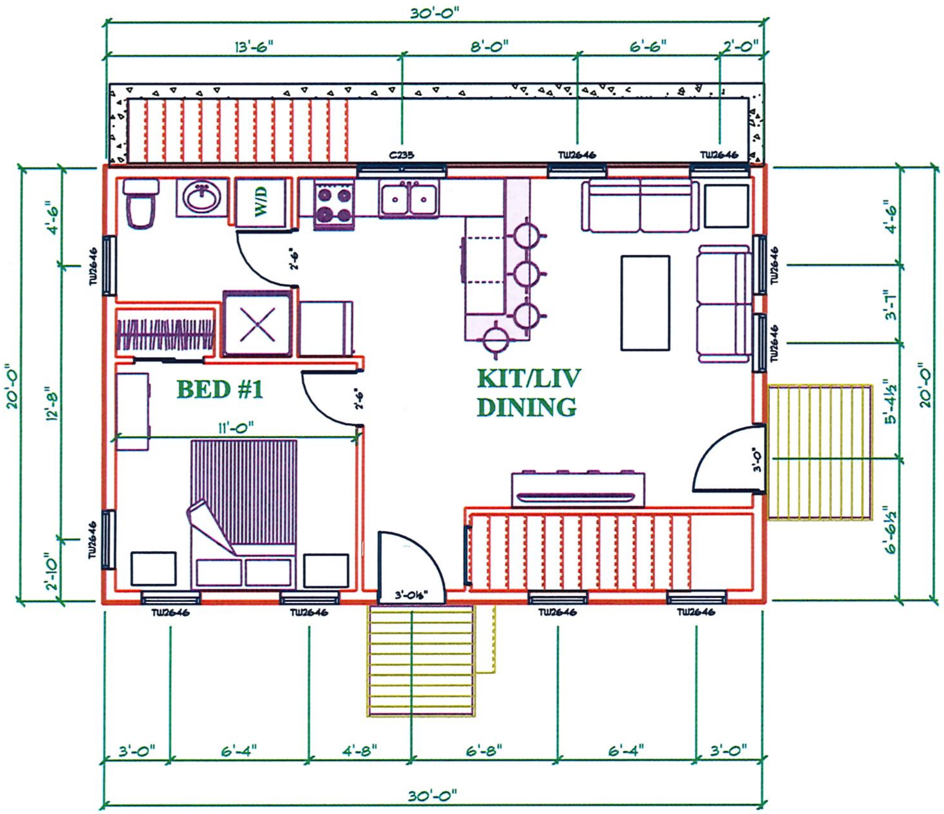
COTTAGE STYLE B

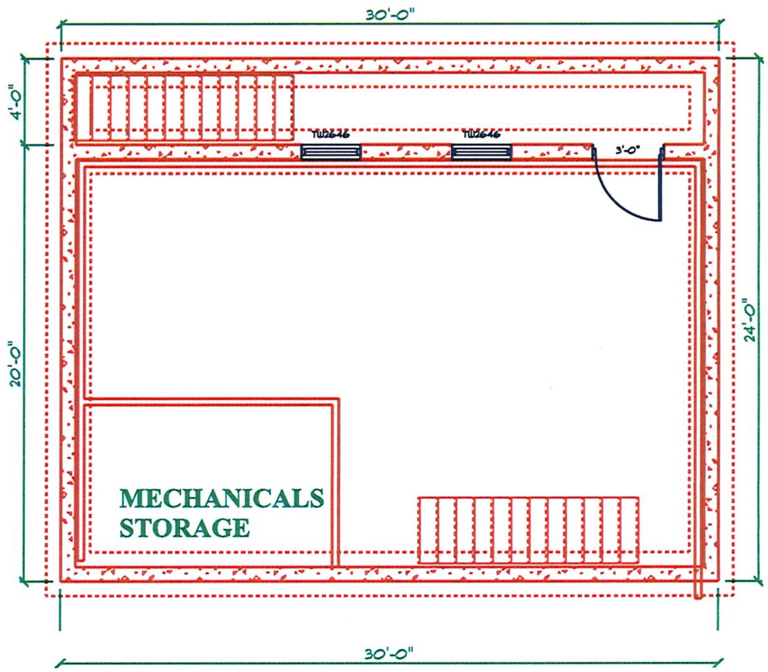


FOUNDATION DETAIL



FIRST FLOOR PLAN-600SF





ANDERSON 400 SERIES WINDOWS/DOORS WHITE
TW2646 RO:2'-8 1/8" X4'-8 7/8"
CN235 RO: 4'-0 1/2" X3'-5 3/8"
6 PANEL FRONT DOOR 3'-0" X 6'-8"
FWH3168AL FRENCHWOOD HINGED DOOR

TJI JOISTS

L/480 Live Load Deflection

Depth	TJI®	40 PSF Live Load / 10 PSF Dead Load				40 PSF Live Load / 20 PSF Dead Load			
		12" o.c.	16" o.c.	19.2" o.c.	24" o.c.	12" o.c.	16" o.c.	19.2" o.c.	24" o.c.
9½"	110	16'-11"	15'-6"	14'-7"	13'-7"	16'-11"	15'-6"	14'-3"	12'-9"
	210	17'-9"	16'-3"	15'-4"	14'-3"	17'-9"	16'-3"	15'-4"	14'-0"
	230	18'-3"	16'-8"	15'-9"	14'-8"	18'-3"	16'-8"	15'-9"	14'-8"
11⅞"	110	20'-2"	18'-5"	17'-4"	15'-9"	20'-2"	17'-8"	16'-1"	14'-4"
	210	21'-1"	19'-3"	18'-7"	16'-11"	21'-1"	19'-3"	17'-8"	15'-9"
	230	21'-8"	19'-10"	18'-8"	17'-5"	21'-8"	19'-10"	18'-7"	16'-7"
	360	22'-11"	20'-11"	19'-8"	18'-4"	22'-11"	20'-11"	19'-8"	17'-10"
	560	26'-1"	23'-8"	22'-4"	20'-9"	26'-1"	23'-8"	22'-4"	20'-9"
14"	110	22'-10"	20'-11"	19'-2"	17'-2"	22'-2"	19'-2"	17'-6"	15'-6"
	210	23'-11"	21'-10"	20'-8"	18'-10"	23'-11"	21'-1"	19'-2"	16'-7"
	230	24'-8"	22'-6"	21'-2"	19'-9"	24'-8"	22'-2"	20'-3"	17'-6"
	360	26'-0"	23'-8"	22'-4"	20'-9"	26'-0"	23'-8"	22'-4"	17'-10"
	560	29'-6"	26'-10"	25'-4"	23'-6"	29'-6"	26'-10"	25'-4"	20'-11"
16"	210	26'-6"	24'-3"	22'-6"	19'-11"	26'-4"	22'-0"	20'-1"	16'-7"
	230	27'-3"	24'-10"	23'-6"	21'-1"	27'-3"	23'-9"	21'-8"	17'-6"
	360	28'-9"	26'-3"	24'-8"	21'-5"	28'-9"	26'-3"	22'-4"	17'-10"
	560	32'-8"	29'-8"	28'-0"	25'-2"	32'-8"	29'-8"	26'-3"	20'-11"

DISCLAIMER NOTE:
AN ARCHITECTURAL DESIGNER IS NOT A REGISTERED ARCHITECT AND DOES NOT ASSUME THE SAME RESPONSIBLITIES AS ONE. PRIOR TO ANY CONSTRUCTION, THE OWNER AND/OR CONTRACTOR ARE RESPONSIBLE FOR REVIEWING ALL PROJECT REQUIREMENTS (DEPICTED IN THESE DRAWINGS), AS TO CONFORMITY WITH ALL STATE AND LOCAL BLDG CODES AND REGULATIONS. THESE REQUIREMENTS ARE INCLUDING BUT NOT LIMITED TO; ZONING, CONSERVATIONS, AND HEALTH DEPTS. CONTRACTOR AND/OR OTHER PROFESSIONALS MUST CHECK AND VERIFY ALL CRITICAL TOLERANCES AND DIMENSIONS FOR PROPER SIZING AND DETAILING OF STRUCTURAL ELEMENTS BEFORE CONSTRUCTION.

AN ACT AUTHORIZING THE ESTABLISHMENT OF THE NANTUCKET SEWER COMMISSION AND SEWER DISTRICTS IN THE TOWN OF NANTUCKET.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1. The town of Nantucket, acting by and through the Nantucket sewer commission described in section 3, may lay out, plan, construct, maintain and operate a system or systems of common sewers for a part or whole of its territory, as may be from time to time defined and established by adoption by town meeting of one or more by-laws as a designated sewer district under the jurisdiction and control of the sewer commission, with such capacity limitations, connections, pumping stations, treatment plants and other works, as may be allocated in such by-law to such sewer district as required for a system or systems of sewage treatment and disposal, and may construct such sewers and related works in said sewer districts defined and established by by-law as may be necessary. No other sewers shall be constructed in any public roads or ways of the town which are not within the limits of such designated sewer districts and which are not under the control of the sewer commission.

SECTION 2. The town may make and maintain, within sewer districts defined and established as set forth in section 1 in any way therein where common sewers are constructed, such connecting sewers within the limits of such way as may be necessary to connect any estate which abuts upon the way within such district.

SECTION 3. Notwithstanding the provisions of chapter 169 of the acts of 1965, the town may, at any town meeting, by a two-thirds vote, vote that the board of selectmen shall act as a Nantucket sewer commission, or that there shall be a separate Nantucket sewer commission, the members of which shall be appointed by the board of selectmen or elected by popular vote for 3 year terms. The number, constitution and the choice of elected or appointed commissioners of a separate sewer commission shall also be determined by a two-thirds vote of town meeting. If a separate Nantucket sewer commission is established by town meeting, any selectman shall be eligible to serve as a member thereof. Town meeting shall be authorized to change the method of establishment of the Nantucket sewer commission described herein without any limitation on the number of times such commission may be established or re-established as the case may be, by a two-thirds vote. Whenever the phrase "Nantucket sewer commissioners" appears in this act, such phrase shall include within its meaning either the board of selectmen acting as Nantucket sewer commissioners, or the separate appointed or elected Nantucket sewer commission.

SECTION 4. The Nantucket sewer commission, acting for and on behalf of the town of Nantucket, shall have charge of and shall be responsible for the policies, finances, and overall goals of the sewer system, but shall be subject to the charter of the town of Nantucket as to the administration and management of the systems operation and maintenance, and shall be responsible for the good order of all sewers, pipes, pumping stations, treatment and disposal works, and the like. The operations of the Nantucket sewer commission shall be governed by, and any staff or employees shall be considered part of town administration within the meaning of, the charter of the town of Nantucket unless changed or modified pursuant to said charter.

SECTION 5. The board of selectmen acting for and on behalf of the town of Nantucket, after being duly authorized to do so by town meeting, may take by eminent domain pursuant to chapter 79 of the General Laws or otherwise may, utilizing the procedures described in the charter of the town of Nantucket acquire by purchase or gift any lands, rights of way, or easements, public or private, in the town necessary for accomplishing any purpose mentioned in this act and may construct such sewers under or over any state road, any bridge, pier, tidelands, boulevards or other public way, or within the location of any state land, without the necessity for any formal filings in the registry of deeds, and may enter upon and dig up any private land or any public land or public way, for the purpose of laying such sewers and of maintaining and repairing the same, and may do any other thing proper or necessary for the purposes of this act.

SECTION 6. The financial operations of the sewer system shall be an Enterprise Fund within the meaning of section 53F1/2 of chapter 44 of the General Laws, except as modified herein, and any expenditure from such fund shall be only upon authorization of the Nantucket sewer commission. The town shall, by vote at town meeting, determine whether it shall pay the whole or a portion of the cost of said system or systems of sewerage and sewage disposal, and if a portion, what proportion. If the town votes to pay less than the

whole cost, in providing for the payment of the remaining portion of the cost of said system or systems, the town, acting through the Nantucket sewer commission, may avail itself of any or all of the methods permitted by the General Laws; and the provisions of the General Laws relative to the assessment, apportionment, division, reassessment, abatement and collection of sewer assessments or the additional methods set forth in section 8, and as to liens therefor and to interest thereon, shall apply to assessments made pursuant to this act by the Nantucket sewer commission, except that interest shall be at the rate as may be established by the Nantucket sewer commission from time to time.
At the same meeting at which town meeting determines that any portion of the cost is to be borne by the town, it may by vote determine by which of such methods the remaining portion of said cost shall be provided for.
The collector of taxes of said town shall certify the payment or payments of any such assessment or apportionments thereof to the sewer commission or to the selectmen acting as such, who shall preserve a record thereof.

SECTION 7. The revenues received by the fund described in section 6 of this act from sewer assessments, fees, charges, contributions from the town towards the costs of such sewer system as described in section 6, and the like as receipts or revenues, shall be applied to the payment of charges and expenses incident to the design, construction, maintenance, and operation of said system or systems of sewerage and sewage disposal or to the extensions thereof, to the payment of principal or interest upon bonds or notes issued for sewer purposes, or to the payment or redemption of such bonds or notes.

SECTION 8. The Nantucket sewer commission may, in its discretion, prescribe for the users of said sewer systems and disposal works such annual charges, connection fees, assessments, privilege fees, and the like, based on the benefits derived therefrom as such sewer commission may deem proper, subject however, to such by-laws as may be adopted by vote of the town, or as may be provided for in the General Laws. Notwithstanding any law to the contrary, the commission is authorized to impose and collect such charges, fees, or assessments prior to connection or operation of such system of sewers, and may enter into agreements for the payment thereof over such time as the sewer commission shall determine. In fixing the charges to be imposed for said system, the Nantucket sewer commission is authorized to make use of any fee, charge, assessment or betterment provided for by the General Laws and further may take into consideration all costs for ongoing removal of infiltration and inflow of non-wastewater into the system as part of the normal operating costs of the system; may include, in setting privilege fees, capital costs and interest charges applicable thereto; may impose late fees for unpaid billings; may assess a capacity utilization fee to new estates and properties added to a sewer district authorized by this act from outside a designated needs area in addition to any privilege fee; may charge betterments, special assessments, or any other charge to the estates and properties being served by collection system improvements and extensions to pay for all costs for sewer line extensions to serve new connections, both within the sewer districts authorized by the act and in any areas added to such sewer district; and may impose such charges on properties within a sewer district authorized by the act whether or not such estates and properties are then connected to the sewer system.

SECTION 9. The Nantucket sewer commission may, from time to time, adopt and prescribe rules and regulations for the means of connection of estates and buildings with sewers and for inspection of the materials, the construction, alteration, and use of all connections entering to such sewers, but not including the expansion of districts except as provided in sections 1 and 10, and may prescribe penalties, not exceeding $300 for the violation of any such rule or regulation. Such rules and regulations shall be available for public review at the sewer commission's designated office during regular office hours. Any changes, deletions, additions or revisions to said rules and regulations deemed necessary by the Nantucket sewer commission from time to time, shall take full effect after a notice of change has been published at least once a week for 2 successive weeks in a newspaper of general circulation in the town of Nantucket, which notice shall detail where and when such revised rules and regulations may be viewed by the general public.

SECTION 10. Notwithstanding any provision of law to the contrary, owners of land not within the sewer districts defined and established pursuant to section 1 of this act shall not be permitted to connect to the town's sewer system except as is set forth in this act. The territory covered by said sewer districts may be amended from time to time by the board having charge of sewers, after a public hearing conducted to consider such amendment, upon approval of the department of environmental protection if otherwise required by law and upon enactment by town meeting of a by-law defining or establishing a new or expanded sewer district. In the event that the board having charge of sewers votes not to amend the territory

of any sewer district in accordance with the foregoing sentence, the amendment may nevertheless be enacted in a form of a by-law upon a two-thirds vote of town meeting.
Any by-law adopted pursuant to the authority granted to the town of Nantucket by this act may include authorization to the Nantucket sewer commission without a town meeting vote to add to the sewer districts created pursuant to this act properties located within "needs areas" as defined by Nantucket's Comprehensive Wastewater Management Plan prepared by Earth Tech dated March 2004, approved by the secretary of environmental affairs on May 14, 2004, with such conditions and limitations with respect to such authorization as such by-law may provide.

SECTION 11. Notwithstanding anything to the contrary contained herein, the board having charge of the maintenance and repair of sewers may at any time permit extensions, new connections or increases in flow to the sewer system, subject to capacity, to serve municipal buildings or public restrooms or other public service uses as defined by the municipality; provided, however, that such uses may include, but shall not be limited to, affordable housing constructed pursuant to chapters 40B and 40R of the General Laws, without thereby creating any entitlement on the part of any person to connect to such sewer system, and subject to capacity, in order of application, may permit or if in the public interest, may require, extensions, new connections or new flow to the sewer system within such districts.

SECTION 12. This act shall take effect as of July 1, 2008.

- *Approved December 17, 2008 Chapter 396 of the Acts of 2008*

Select Board acting as the Nantucket Sewer Commission may waive sewer fees

TOWN OF NANTUCKET REQUEST FOR PROPOSALS (RFP) FOR HOUSING DEMAND & SUPPLY STUDY – YEAR-ROUND & SEASONAL WORKFORCE

IMPORTANT DATES

- RFP Issuance:
- Inquiries Deadline:
- Proposal Submission Deadline:
- Proposal Presentations:

  Note: all respondents to the RFP who meet Minimum Threshold Criteria will be asked to present their project proposal to the Review Committee
- Final Selection:

Request for Proposals

The Town of Nantucket (the "Town") is seeking proposals from qualified data collection agencies & consultants to engage in a deep study of the demand & supply of year-round & seasonal housing stock on Nantucket Island as it pertains to the island's work force, economy, & overall functionality.

The purpose of this RFP is to select an organization with demonstrated experience and capacity to develop and manage a large-scale study which will answer primary questions in such a way that the Nantucket community has a high degree of confidence in the results. In turn, the results of this study should be able to be used as a benchmark of sorts, to guide housing policy & programs within the Nantucket community for at least the next 5 to 10 years.

The Town anticipates that proposers and/or members of their respective research teams will have demonstrated successful experience with developing and presenting such studies in other communities

Proposal Submission

The Town has determined that the award of this contract is subject to M.G.L. c. 30B, known as the Uniform Procurement Act. Therefore, the provisions of M.G.L. c. 30B are incorporated herein by reference.

All proposals must be received by and submitted to:

Town of Nantucket
Attn: Procurement Officer/ Housing Demand & Supply RFP
Town & County Building
16 Broad Street Nantucket, MA 02554

To be considered a complete proposal, all proposals must include the following:

- Cover page labeled "*Demand & Supply Nantucket Housing Proposal*." The cover page should also identify the development entity, the primary contact person and all contact information;
- All required documents, completed and signed by a duly authorized signatory; One clearly marked original and twelve (12) unbound and organized copies in a format that is easily copied; and
- An electronic version of the complete proposal on a CD or flash drive or shared digitally via the cloud.

Proposals that are incomplete or conditional will be rejected. Proposals received after this time will be considered non-responsive and either not accepted or returned to the proposer unopened. A proposer may correct, modify or withdraw a proposal by written notice received prior to the time set for receipt of proposals (**xx**). Modifications must be submitted in a sealed envelope labeling the Modification and must reference the original RFP proposal.

Proposals will be opened pursuant to the provisions of M.G.L. c. 30B, §6 (d) at **xx a.m. on xx, xx, xx**. A proposer may not change any provision of the proposal after the receipt deadline (**xx**).

The Town reserves the right to reject any or all proposals or to cancel this RFP if in the Town's sole discretion it is determined to be in the best interest of the Town.

All inquiries should be made via e-mail and directed to: procurement@nantucket-ma.gov no later than xx. Inquiries should have a subject line entitled: *Demand & Supply Nantucket Housing RFP Inquiry*. Any inquiries after such date will not be accepted. All inquiries and responses will be shared with all Registered Proposers via e-mail.

In order to receive answers to all inquiries and any RFP amendments, interested parties must be registered as a Registered Proposer with the Town. To register as a potential respondent, please send an e-mail to procurement@nantucket-ma.gov no later than **xx** with your name, organization, contact e-mail and indicate in the subject line: *Registered Proposer – Demand & Supply Nantucket*

Housing RFP. As inquiries are made, answers will be provided as expeditiously as possible to all Registered Proposers at the time.

The Town makes no representations or warranties, express or implied as to the accuracy and/or completeness of the information provided in this RFP. This RFP, including all attachments and supplements, is made subject to errors, omissions, prior sale, lease or financing and withdrawal without prior notice, and changes to, additional, and different interpretations of laws and regulations.

Proposers' Responsibility for Due Diligence: *Proposers should undertake their own review and analyses concerning physical conditions, environmental conditions, applicable zoning, required permits and approvals, and other development and legal considerations.*

Affordable Housing Trust Meeting and Briefing (???)

Interested proposers are strongly encouraged to attend a briefing session on **xx.** Registration to attend the briefing is required no later than **xx**. To register, or for additional information related to the site visit, please send an e-mail to procurement@nantucket-ma.gov.

The meeting will be an opportunity in a group setting for questions about this project to be asked and answered. The Town will send summary minutes of the Meeting to all those registered; however, the Town is not responsible for making sure all aspects of the meeting and group discussion are relayed to anyone not in attendance at this Site Tour.

Following the meeting, the Town reserves the right to amend the RFP criteria.

Development Objectives

The Town is seeking answers to broad questions which will aid committees, staff, & leadership to develop programs & policies regarding year-round & seasonal workforce housing. Primary objectives include but are not limited to:

- Determine quantitative figures regarding the number of 1) year-round personnel and 2) seasonal personnel Nantucket needs to "properly function" and meet the needs of the community in 2025 and beyond.

- Determine the current supply of housing available to 1) year-round personnel and 2) seasonal personnel by income strata.

    - *What techniques would be used to get an accurate picture of Nantucket?*

- Where there is a shortage of supply, what is the excess housing demand for 1) year-round personnel and 2) seasonal personnel by income strata.

- Are you able to provide projection of next 20 years of unrestricted, market rate median home prices for the island?

- Develop a picture of how many workers reside off island and commute to the island for work and in what industries?

Proposal Submission Requirements

The Developer and Development Team

The proposal must include a description of the proposed organization, including the project manager**,** and his/her experience. Proposals must include:

- The name, mailing address, e-mail address, and telephone number of the proposed organization
- The name of the representative authorized to act on his/her behalf
- The name and contact information of the contact to which all correspondence should be addressed, and the names and primary responsibilities of each individual on the development team.

- A summary of first, the organization's and secondly, the organization team's experience individually and collectively, with similar projects. Particular attention should be given to demonstrate experience with projects of a similar scale and complexity of conditions, design and scope, as well as locations similar to Nantucket.

- Narrative on why your experience is relevant to the Year-Round & Seasonal Nantucket Housing project.
- Description of the organizational structure of the organizational team and a plan for the maintenance of effective communications between the Town and the organizational team during all phases of the project.

- Information regarding any legal or administrative actions past (during the last 10 years), pending or threatened that could relate to the conduct of the proposer, its principals or any affiliates.

Comparative Evaluation Criteria

Projects meeting the Minimum Threshold Criteria will then be judged on the Comparative Evaluation Criteria (see Attachment H). The Town will use the comparative criteria for each subject and which will be rated on a scale of Not Advantageous, Advantageous or Highly Advantageous for each listed subject as set forth on the Comparative Evaluation Criteria.

Selection Process and Rules for Award

All proposals submitted by the deadline will be opened pursuant to M.G.L. c. 30B, §6(d) and recorded. All information contained in the proposals is public. The Town or its designee(s) (i.e., an evaluation committee) will review and evaluate all proposals that have been received by the submission deadline based on the criteria outlined in the "Comparative Evaluation Criteria." Evaluation of the proposals will be based on the information provided in the proposer's submission in accordance with the submission requirements of this RFP and any references, and additional information requested and/or gathered by the Town. The most highly advantageous proposal from the proposer deemed most responsive and responsible, taking into consideration all evaluation criteria set forth in the RFP, will be selected by the Town or its designees. **The Town reserves the right to select the proposal that best meets the needs of the community and that may not be the proposal that achieves the highest score. The Town reserves the right to not make any award if it determines in its sole discretion that it is in the best interest of the Town.**

The Town will notify all Registered Proposers in writing of its decision.

COMPARATIVE EVALUATION CRITERIA
YEAR ROUND & SEASONAL WORKFORCE NANTUCKET HOUSING PROJECT

	NOT ADVANTAGEOUS	**ADVANTAGEOUS**	**HIGHLY ADVANTAGEOUS**
DEVELOPER EXPERIENCE & CAPACITY (TEAM)			
Demonstrated experience in and capability for designing, developing and managing similar data collection projects	Organizational team members have had only minimal experience in the development of projects with similar scope (i.e., less than 5 years).	Development team members have had significant experience in the development of projects of similar scope (i.e., 5-7 years).	Development team members have significant and substantial successful development of affordable housing project of similar scope (i.e., 8 or more years).
The quality of the team's reputation and references, particularly in terms of its regulatory track record and ability to complete projects as proposed	Organizational team members & organization has poor reviews from past projects & clients.	Organizational team members & organization has neutral reviews from past projects & clients.	Organizational team members & organization has excellent reviews from past projects & clients.
Proposal covers addressing all elements of the scope	Less than 3 of the bullets	Covers 3 to 4 of the bullets	Covers all of the bullets

Timetable of final product available	Xx	Xx	Xx