



## 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)

### RECEIVED

2023 JUN 09 AM 08:48  
NANTUCKET TOWN CLERK  
Posting Number: T 548

Committee / Board

**AFFORDABLE HOUSING TRUST**

Day, Date, and Time

**TUESDAY, June 13, 2023 @ 1:00 PM**

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-sgxAlfdoxteLNzRAUHIxA>**

Signature of Chair or  
Authorized Person

**Tucker Holland  
Housing Director**

### **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!**

### **AGENDA FOR 6-13-2023**

Please list below the topics the chair  
reasonably anticipates will be discussed at  
the meeting

**PLEASE CLICK ON FOLLOWING LINK TO JOIN ZOOM MEETING:**

Join Zoom Meeting

<https://us06web.zoom.us/j/83306925099?pwd=Y1BodFQ1dThNR2VkSlFUS1ZiNzNkdz09>

Meeting ID: 833 0692 5099

Passcode: 512996

**I. Call to Order**

**II. Approval of Agenda – ACTION**

### III. Minutes

- To be taken up at June 20<sup>th</sup> meeting
- *Note: all Trust open meetings are recorded and available on the Town's YouTube channel*

### IV. Public Comment

### V. CCAP – ACTION

- *No applications at this time*

### VI. Update: LOHA State House Day of Action

### VII. Request from Habitat for Humanity for Supplemental Funding at 9 Benjamin Drive

### VIII. Discussion: Year-Round Restriction Advisory Committee

### IX. Other Business

**Next Meeting: June 20, 2023, at 1:00pm via Zoom**

### X. Board Comments

### XI. **Executive Session** pursuant to G.L. c. 30A, § 21(a)(7) to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements (“Purpose 7”), the Open Meeting Law, G.L. c. 30A, §§ 22(f), (g), to review the executive session meeting minutes from April 7, 2023; votes may be taken.

### XII. Adjourn









We build strength, stability, self-reliance *and* shelter.  
June 6, 2023

Mr. Brian Sullivan, Chair  
The Affordable Housing Trust  
c/o Town Administration  
16 Broad Street  
Room 111  
Nantucket, MA 02554

Dear Brian and the AHT Board,

On behalf of the Board of Habitat for Humanity Nantucket, I want to sincerely thank the AHT again for assisting us in building our first SHI-listed homes at 9 Benjamin Drive. We closed on the properties in April and the families have all moved in. Final touches, like landscaping and fencing are all underway.

I am writing to ask that the AHT consider funding the roughly 17% construction cost overrun on the project. The cost-to-date to build the three homes totals \$1,621,000. The three homes (a duplex and a SFH) are all 1360 sq ft resulting in a cost per square foot of about \$400. This is approximately \$60 per square foot more than our original plan dating back to 2021 when we asked the AHT for funding.

Like all builders on Nantucket over the past 2-3 years, Habitat has experienced dramatic cost inflation affecting all elements of our construction program. The largest overbudget expenditures were concrete and masonry, utility connections, cedar shingles and lumber.

The funding for the project – which is based on our original cost expectations was:

|          |                                              |
|----------|----------------------------------------------|
| AHTF:    | \$1,110,000                                  |
| CHIP:    | \$ 110,000                                   |
| CFN:     | \$. 15,000                                   |
| Habitat: | <u>\$ 150,000</u> (Utility connection costs) |
| Total:   | \$ 1,385,000                                 |

This funding fell short of project costs by \$236,000:

|                      |                    |
|----------------------|--------------------|
| Total Cost to date:  | \$1,621,000        |
| Less: Total Funding: | <u>\$1,385,000</u> |
| Funding Shortfall:   | \$236,000          |





We build strength, stability, self-reliance *and* shelter.

We hope that you will be able to provide Habitat with supplemental funding to offset this overrun. As its contribution to this shortfall, Habitat proposes to absorb the costs of paving the parking areas by Victor Braden Paving, and to install the 6ft cedar fence along the north side of the project to buffer the Housing Nantucket homes on Benjamin Drive. These costs which are not included in the \$236,000. We expect the paving to cost \$33,000 and the fencing will cost \$19,000.

Thanks again for your ongoing support.

Sincerely,

A handwritten signature in black ink that reads "Gerry Keneally". The signature is fluid and cursive, with the first name "Gerry" and last name "Keneally" clearly visible.

Gerry Keneally

President, Habitat for Humanity Nantucket



## Draft Scope of Services

### Development of Policies and Deed Restriction for Year-Round Housing

Consultant will provide the following services:

1. Prepare for an attend a kickoff meeting with the Municipal Housing Director, Affordable Housing Trust, and other officials to be determined by the Town.
2. Assist with developing criteria for selecting participants for a working group to work on this project under the umbrella of the Affordable Housing Trust.
3. Research available models and similar types of programs (e.g., Vail, program Provincetown is considering, other resort areas)
4. Design a framework for developing the policies and deed restriction to designate housing units for occupancy by year-round residents. Considerations would include, at minimum, the following:
  - What assumptions are we making when we use a deed restriction to limit ownership or rent of a dwelling unit to year-round residents?
  - Determining a household's eligibility to purchase or rent a restricted year-round unit (example: will there also be income limits? Minimum on-island employment requirements?)
  - Does Sen. Cyr's attainable housing bill go far enough? What's missing (if anything)?
  - Priority populations, if any (e.g., municipal employees?)
  - Acquisition of existing units v. the restriction as a condition of approval for new units – how will the restriction work, and what are the necessary roles and responsibilities?
  - Design of the deed restriction, e.g., the restriction term (30 years or perpetuity); responsibility for recording with the Registry of Deeds; entities with authority to hold and enforce the restriction; methods to determine compliance; hardship; other.
  - Hardship
  - Fair housing
  - Evaluation process – that is, how will the effectiveness of the restriction program be determined?
5. Consult with Municipal Housing Director and Town Counsel about legal issues/constraints that could affect any of the above items in order to build them into the design of the working group meetings. Adjust the list of considerations if necessary.

6. Facilitate six discussion meetings with the working group to reach consensus about the design of the deed restriction. Assumption: one in-person meeting, five remote.
  - Introductions; understanding the problem, the issues, and the assignment; deciding what “consensus” means; agreement as to meeting schedule; identify resources the working group believes it will need.
  - “Outline specifications” for a deed restriction: meeting with Town Counsel.
  - Assumptions and their validity; defining a year-round household; eligibility criteria and determining eligibility; priorities.
  - Deed restriction mechanics (how it will work, under what circumstances, roles and responsibilities of the Town, Housing Trust, other entities, the beneficiaries of the restrictions, etc).
  - Review of a draft restriction (drafted in consultation with Town Counsel). What works? Doesn’t work? How can it be improved?
  - Marshaling support within and outside of Nantucket; identifying, understanding, and addressing potential opposition. How will a deed restriction program be marketed?
7. Assist the Housing Trust and/or working group with a public meeting to report the working group’s progress, key issues considered in drafting the restriction, options for launching and operating the deed restriction program, and assessment of potential benefits and drawbacks.
8. Meet with Municipal Housing Director and Town Counsel to iron out any lingering legal issues raised by the working group or participants in the public meeting.
9. Submit final memo, with recommendations and revised draft deed restriction, to the Municipal Housing Director and Affordable Housing Trust.

Fee for Services:

| <b>Task</b>                              | <b>Hours</b> | <b>Rate</b> | <b>Fee</b> |
|------------------------------------------|--------------|-------------|------------|
| Task 1. Kickoff meeting (remote)         | 4            | \$185.00    | \$740      |
| Task 2. Working Group selection criteria | 2            | \$185.00    | \$370      |
| Task 3. Research                         | 16           | \$135.00    | \$2,160    |
| Task 4. Framework design                 | 12           | \$150.00    | \$1,800    |
| Task 5. Consultation                     | 4            | \$185.00    | \$740      |
| Task 6. Facilitate six meetings          |              |             | \$0        |
| In person                                | 8            | \$185.00    | \$1,480    |
|                                          | 8            | \$125.00    | \$1,000    |
| Remote                                   | 30           | \$185.00    | \$5,550    |
|                                          | 30           | \$125.00    | \$3,750    |
| Task 7. Public meeting                   | 8            | \$185.00    | \$1,480    |
| Task 8. Follow-up                        | 4            | \$185.00    | \$740      |
| Task 9. Final memo                       | 24           | \$185.00    | \$4,440    |
| Task 10. Misc. project coordination      | 24           | \$185.00    | \$4,440    |
| Total                                    |              |             | \$28,690   |

Invoices will include reimbursement for reasonable out-of-pocket expenses, e.g., travel.