



MEETING POSTING TOWN OF NANTUCKET

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All meeting **notices and agenda** must be filed, and time stamped with the
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NANTUCKET TOWN CLERK
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Committee / Board

AFFORDABLE HOUSING TRUST

Day, Date, and Time

TUESDAY, September 19th, 2023 @ 12:30 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

Ellis Ramos
Housing & Real Estate Department 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!**

AGENDA FOR 9-19-23

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/88048027273?pwd=cjRWRnhVL1RjOWxScU9QMytBN2Jvdz09>

Meeting ID: 880 4802 7273

Passcode: 121260

-
- I.** Call to Order
 - II.** Approval of Agenda – ACTION
 - III.** Approval of Minutes – ACTION

Note: all Trust open meetings are recorded and available on the Town's YouTube channel

- April 4, 2023 (Members present; Sherry, Browers, Sullivan, Bloise-Murphy, and Mohr)
- April 7, 2023 (Members present; Sherry, Iverson, Browers, Sullivan, Mohr)
- April 25, 2023 (All Trust members present)
- May 3, 2023 (Members present: Iverson, Dey, Browers, Sullivan, Mohr)
- May 25, 2023 (All Trust members present)
- May 30, 2023 (Members present: Sherry, Bloise-Murphy, Iverson, Mohr)
- June 13, 2023 (All Trust members present)
- June 20, 2023 (Members present: Sherry, Dey, Browers, Sullivan, Bloise-Murphy, Mohr)
- July 25, 2023 (All Trust members present)
- August 3, 2023 (All Trust members present)
- August 8, 2023 (Members present: Sullivan, Sherry, Dey, Browers, Dixon, Bloise-Murphy)

IV. Public Comment

V. Year-Round Deed Restriction Action Plan – DISCUSSION

VI. ACKNOW Lease to Rental Program – DISCUSSION

VII. Other Business

Next Meeting: October 3rd, 2023

VIII. Board Comments

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.

X. Adjourn

NANTUCKET AFFORDABLE HOUSING TRUST

~~ MEETING MINUTES ~~

Tuesday, April 4, 2023.

Remote Meeting *via* Zoom– 1pm

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

ATTENDING MEMBERS: Reema Sherry, Meg Browers, Brian Sullivan, Brooke Mohr, Shantaw Bloise-Murphy,

STAFF IN ATTENDANCE: Ken Beaugrand

PUBLIC IN ATTENDANCE:

I. Call to Order

Brian Sullivan called the meeting to order at 1:02pm

II. Approval of Agenda – ACTION

Brooke Mohr moves a Motion to approve the agenda with the amendment that item IV be removed from the agenda to a future special meeting and that item IX will be discussed along with item number V. This motion was seconded by Reema sherry.

ROLL CALL of those participating:

1. Brooke Mohr Aye
2. Reema Shery Aye
3. Shantaw Bloise-Murphy Aye
4. Meg Browers Aye
5. Brian Sullivan Aye

III. Public Comment

Shelly Lockwood proposes extending the benefits and initiatives of the Affordable Housing Trust to small business owners to help them buy employee housing. Houses acquired could not be sold out of the loop at market rate. The goal is to help small business owners to provide stable, clean, safe and at a fair priced housing to year around and seasonal employees.

IV. Approval and Execution of the Estoppel and Agreement from the Town of Nantucket Affordable Housing Trust Fund in favor of Eastern Bank for the property at 47 and 49 Beach Grass Road and 1 & 2, 3, 4 & 5 Violet Place. -
DISCUSSION

V. Communications Plan for Town Meeting – DISCUSSION

- Communications Subcommittee to recap meeting on 3.28.23

IX. Quarterly Newsletter – DISCUSSION

- The quarterly Housing & Real Estate Newsletter will be released on 4.5.23.

This edition has a special focus on breaking down the 2023 ATM Warrant

Articles related to affordable housing.

Reema Sherry said that one of the main things that were talked about at Town meeting was the newsletter and how to get it out to a wider audience. A draft was distributed to members. There were also discussions about revamping the website and creating links that could provide the community with more information about different topics to shorten the newsletter and make it more informative.

VI. Down Payment Assistance Program – DISCUSSION/ACTION

- Finalizing program, possible vote on program parameters (pending legal review).

Brooke Mohr mentioned that in previous discussion the Trust concluded that they would like to create a Down Payment Assistance Program. There are some decisions points that the board is going to have to decide on in crafting this program. The following decisions.

- Maximum dollar amount per transaction
- What is the ratio of the homeowner match?
- Will this be available only using existing deed restrictions that are in the community profile now, or should the trust hold for new types of deed restrictions and expand later to others?
- Is there an interest rate, what is the repayment schedule. Is it amortized or is it a balloon payment at resale.
- How do we set the rate? Is it fixed or is it indexed at the time of closing?
- Are the people allowed to apply for forgiveness if at closing or repayment this is a financial burden like it is done for the Closing cost assistance program?
- Do we restrict it to first time never-owned-a-home buyers or just to people that currently doesn't own Real Estate at the time of application?
- When does it have to be repaid?

VII. Housing Advocacy Day/Housing Bank Bill – DISCUSSION

- Recap on the events of the day and info on what the public can do to support the Transfer Fee/Housing Bank Bill.

Brooke was delighted to say that there was an incredible amount of energy at the Housing State Advocacy Day. There were 250 people from Martha's Vineyard and 60 from Nantucket and they made an impact on the front steps of the State House. The folks, were able to meet with legislators and or their staff, and were able to impress a few things upon them. Brooke also said that this community showed that we are more than what's shown on social media and that the need for affordable housing

is real. Brian added that he was impressed with how large the group from the vineyard was and how they are actively having the dialog and how every person can help the problem.

VIII. Dr. Howard Dickler Housing Advocate Award – DISCUSSION

Nominations to follow in the next meeting and the name would be announced at the next town meeting.

X. Other Business

Next Meeting: April 25, 2023, via Zoom.

XI. Board Comments

No Board comments currently.

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

3

- 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.

Brooke Moves a MOTION to remove item XII from the agenda seconded by Reema Shery.

ROLL CALL of those participating:

1. Brooke Mohr Aye
2. Reema Shery Aye
3. Shantaw Bloise-Murphy Aye
4. Meg Browsers Aye
5. Brian Sullivan Aye

This Motion was approved unanimously.

Brooke moves a motion to adjourn the meeting seconded by Meg Browsers.

ROLL CALL of those participating:

1. Brooke Mohr Aye
2. Reema Shery Aye
3. Shantaw Bloise-Murphy Aye
4. Meg Browsers Aye
5. Brian Sullivan Aye

This meeting was adjourned

NANTUCKET AFFORDABLE HOUSING TRUST

~~ MEETING MINUTES ~~

Friday, April 7, 2023.

Remote Meeting *via* Zoom – 10:30am

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

ATTENDING MEMBERS: Reema Sherry, Dave Iverson, Meg Browers, Brian Sullivan, Brooke Mohr

STAFF IN ATTENDANCE: Tucker Holland (Housing Director), Ken Beaugrand, Vicki Marsh (Town Council)

PUBLIC IN ATTENDANCE:

I. Call to Order

Reema Sherry called the meeting to order at 10:30am

II. Approval of Agenda – ACTION

Dave Iverson moved a MOTION to approve the agenda. This motion was seconded by Brian Sullivan.

ROLL CALL of those participating:

- | | |
|-------------------|-----|
| 1. Brooke Mohr | Aye |
| 2. Dave Iverson | Aye |
| 3. Meg Browers | Aye |
| 4. Brian Sullivan | Aye |
| 5. Reema Sherry | Aye |

III. Public Comment

No public comments currently.

IV. Approval and Execution of the Estoppel and Agreement from the Town of Nantucket Affordable Housing Trust Fund in favor of Eastern Bank for the property at 47 and 49 Beach Grass Road and 1 & 2, 3, 4 & 5 Violet Place. –

DISCUSSION & APPROVAL

Vicki Marsh explained to the members of the trust that the Estoppel Agreement pertains to the fight on acceleration of the violet place development that the Town has been financing. They are now seeking financing through Easter Bank. Easter Bank requires them to have an Estoppel agreement. There are no defaults in the terms of the loan or any of the documents, the trust is also in compliance with everything said by Richmond, and they are also in compliance as well. Vicki recommended voting

to execute the Estoppel Agreement.

Dave Iverson Moved the MOTION to approve the execution of the Estoppel Agreement and to authorize the Chair or the vice-chair to sign it on behalf of the Affordable Housing Trust. This motion was seconded by Brooke Mohr.

ROLL CALL of those participating:

- | | |
|-------------------|-----|
| 1. Brooke Mohr | Aye |
| 2. Dave Iverson | Aye |
| 3. Meg Browsers | Aye |
| 4. Brian Sullivan | Aye |
| 5. Reema Sherry | Aye |

This motion was approved unanimously.

V. Approval and Execution of the Subordination of Mortgage from the Town of Nantucket Affordable Housing Trust Fund in favor of Eastern Bank for the property at 47 and 49 Beach Grass Road and 1 & 2, 3, 4 & 5 Violet Place. –

DISCUSSION & APPROVAL

Vicki Marsh Explained that this is like the Estoppel agreement. This is also for Easter Bank financing to Richmond projects. Easter bank is now going to give Richmond a mortgage and the mortgage will be in 1st place. We are now agreeing with the subordination to allow them to be in 1st place and we will be in second.

Brooke Mohr moved a MOTION to Approval and Execution of the Subordination of Mortgage from the Town of Nantucket Affordable Housing Trust Fund in favor of Eastern Bank and to authorize the Chair or the vice-chair to sign it on behalf of the Affordable Housing Trust. This motion was seconded by Meg Browsers.

ROLL CALL of those participating:

- | | |
|--------------------------|-----|
| 1. Brooke Mohr | Aye |
| 2. Dave Iverson | Aye |
| 3. Meg Browsers | Aye |
| 4. Brian Sullivan | Aye |
| 5. Shantaw Bloise-Murphy | Aye |
| 6. Reema Sherry | Aye |

This motion was approved unanimously.

VI. Other Business

Next Meeting: April 25, 2023, via Zoom

VII. Board Comments

VIII. 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.

Brooke Mohr moved a MOTION to adjourn the public session and move to executive session not to return to open session for the purpose of discussing the acquisition of Real Estate where an open meeting may have a detrimental effect on the negotiating position of the public body. This motion was seconded by Dave Iverson

ROLL CALL of those participating:

ROLL CALL of those participating:

- | | |
|--------------------------|-----|
| 1. Brooke Mohr | Aye |
| 2. Dave Iverson | Aye |
| 3. Meg Browers | Aye |
| 4. Brian Sullivan | Aye |
| 5. Shantaw Bloise-Murphy | Aye |
| 6. Reema Sherry | Aye |

This meeting was adjourned at 10:45am

NANTUCKET AFFORDABLE HOUSING TRUST

~~ MEETING MINUTES ~~

Tuesday, April 25, 2023.

Remote Meeting *via* Zoom– 1pm

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

ATTENDING MEMBERS: Reema Sherry, Penny Dey, Meg Browers, Brian Sullivan, Brooke Mohr, Shantaw Bloise-Murphy, Dave Iverson

STAFF IN ATTENDANCE: Tucker Holland (Housing Director),

PUBLIC IN ATTENDANCE: Shelly Lockwood

I. Call to Order

Brian Sullivan called the meeting to order at 1:02pm

II. Approval of Agenda – ACTION

Dave Iverson moved a MOTION to approve the agenda as amended to remove item IV. This motion was seconded by Reema Sherry.

ROLL CALL of those participating:

- | | |
|--------------------------|-----|
| 1. Reema sherry | Aye |
| 2. Dave Iverson | Aye |
| 3. Meg Browers | Aye |
| 4. Shantaw Bloise-Murphy | Aye |
| 5. Brooke Mohr | Aye |
| 6. Penny Dey | Aye |
| 7. Brian Sullivan | Aye |

III. Public Comment

There are no public comments currently.

IV. CCAP Applications - REVIEW & APPROVE

None to approve this week.

V. Article 18 & Annual Town Meeting – DISCUSSION

Tucker Holland said that it may be useful before the town meeting next week to review a presentation that was gone over with the finance committee regarding article 18 and funding where

money has been spent and future uses to spend money.

Tucker listed several projects where funds have been spent and projects where funds are intended to be spent in the future.

Brooke Mohr thanked Tucker Holland for putting in countless hours on this change and the need for additional funding through negotiating with developers and coordinating with the select board.

Tucker Holland thanked the Trust and the community at large for voting for the funding for housing. He stated that we have made progress over the years towards reaching the 10% SHI requirements. Nantucket must have 490 housing units to meet the 10% requirement and we recently achieved 332 units on its SHI list totaling 6.78%. Nantucket is in a new period of safe Harbor until 12/11/2024 following recent DHCD certification of the Housing Production Plan. Going forward in regards Article 18 we intend to:

- Ensure achievement of 10% requirement and continuity of safe harbor
- Provide homeownership opportunities.
- Continue our successful closing cost assistance program.
- Housing funding options on ATM23 warrant

Article 10: including additional bonding authorization,

Article 18- \$6.5M

Article 33- CPC bond obligation payments for prior \$10M

Article 35- citizens article for stabilization fund for housing to be funded by 2/3 of STR revenue.

Penny Dey stated that although she is appreciative of what the Town is offering, it is going to require a proposition to an override at the ballot and it is extremely risky.

Bria Sullivan agreed with Penny that it is in fact concerning that a majority votes at the town meeting and 2/3 at the ballots is going to be challenging. He states that a lot of our future fundings and projects are relying on it.

Penny Dey asked Tucker Holland if there is a backup plan in place in case of a different outcome than expected?

Tucker Holland stated that there are funding articles included in the warrant. The most significant one to be mentioned is probably article 10, where there is roughly \$1 million capital appropriation in conjunction with a \$4 million bonding authority. He also mentioned that this is not as robust as prior years, but it is material.

VI. Surfside Crossing – DISCUSSION

Tucker Holland said that for example the folk that attended the ZBA meeting, we heard a ZBA member commented that we are throwing safety, sewer, and any other concerns in favor of housing. The project is back with the ZBA and the ZBA has a latitude to impose conditions

that are in line with the housing appeals committee.

Brian Sullivan stated that he thinks that there is hope that this board can be part of a larger group to create restrictions for year around occupancy and residency. 25% of the units already fall in the Affordable Housing category. If they are willing to take any more of the units into the covenant/ affordable restrictions, what role could this Trust take than to manage those restrictions.

Brooke Mohr said that basically everything is on the table to achieve the joint goal of 75% of the units being owned and or occupied by year-round residents at Surfside Crossing. There is an opportunity to create some new programs within the community deed restrictions occupancy at the year around level. She also said that she thinks an opportunity for this community discussion around that is why this is on the agenda.

Penny Dey and Dave Iverson said that the board needs more knowledge on this matter but don't deny that they would like to participate in the forming of the Deed Restriction Committee. Joan Alison Stockman said that she had shown up to this meeting because when asked Erika Mooring about who had put together the joint statement, she was told it was Andrew Horse, Brian Sullivan, and Tucker Holland with the input of the Select Board. She said that in her opinion, Brooke Mohr, being the representative for the select board, there are a lot of crossovers. She asked if the Affordable Housing Trust were to oversee distributing funds and projects wouldn't it be conflict of interest?

Brian Sullivan confirms that this board did take a vote to support the Select Board in this decision and it was unanimous.

Brooke Mohr said it was an executive session prior to the select board meeting. The board was pulled because it was subjected by litigations. At the time the members present unanimously voted to approve these litigations.

Meghan Perri requested the minutes for the select board executive session. Also, she reiterates that there is nothing in writing regarding this good faith agreement. So, there is no guarantee that the developers are going to do any more than what they are required by law.

The board confirms that that is a correct statement.

Meghan Perri also asked the board if they could disclose what is the definition of year around residency.

Brian Sullivan said that according to his understanding there are multiple definitions for the term year around resident. For example, Housing Nantucket and Covenant Housing is 10 months and a day, but for tax code is 6 months and a day and there are a variety of definitions across the state. At this moment there is no specific definition which is another reason that he is hopeful to be able to help craft a restriction that meets a year around criteria that people are happy with.

The group explains that the definition of year around residency is defined by the deed

restrictions by each program that is funded by the Affordable Housing Trust.

Meghan Peri asked if there is any incline that the developers or individuals purchasing on deed restrictions would want to do that?

Tucker Holland said sure, there is an incline that the developers want 75% of the project serving year arounders, and the programs associated with ensuring that. He said that he thinks that there is a misconception that there are all kinds of leverage around the lawsuit being out there. The leverage that the community had was time, but the more time expires the more leverage goes down. Tucker says that he thinks that what changed is that the developers are out there publicly stating that they see the best version of this project serving year arounders to the 75% level. "We won't have a seat at the table if we are sitting in court with them". This is an opportunity to move in a way that could best serve the community.

D. Ann asked who negotiated with the developers on behalf of the town in the dropping of the lawsuit.

Brooke Mohr said this was not an agreement, it was a joint statement. Several people in the conversation bought a recommendation to the Select Board, and it was delivered by Tucker Holland.

D. Ann Atherton asked who spoke to the developers over the years.

The Affordable Housing Trust members confirmed that over the years many members of this trust have spoken to the developers.

D. Ann Atherton: There seems to be no references for short term rentals or the ability of owner in the surfside crossing development to have any restrictions on short term rentals.

Brooke Mohr: As a select board member she deferred all conversations about short term rentals concerned to the short-term rental work group. Any inclusion of short-term rental restriction that comes outside the work group seems to be premature and wouldn't be included in this conversation.

Dave Iverson: stated that he is not sure if short term rentals are allowed in any property that the trust holds a deed restriction on.

VII. Proposal by Shelly Lockwood - REVIEW & DISCUSS

Shelly Lockwood stated that she is not part of any group nor any nonprofit. That this is solely an idea that may or may not gain legs.

Her idea is to take some of the products and initiative that are out there now, to help people with their first home. She said the goal is to create a new set of parameters and conditions taking those products and extending them to a new group of small business owners. The goals are to help small business owners provide stable, safe, and clean housing for year around and seasonal employees. The idea would be the business owners would buy this house through covenant so the houses can stay in rotation if not needed anymore in the future.

Tucker Holland said that typically, the Trust helps individuals in a variety of ways, this is different

but worth investigating. Vicky Marsh can ultimately guide us on what is or isn't possible in terms of trust involvement in something like this.

Brooke Mohr said that when it comes to employer sponsored housing, we should consider the unique and perhaps sometimes unintended consequences, in terms of dynamic between employer and employee in a housing market like ours. Because frankly if an employee lives in employer housing and that relationship goes sideways the employee has nowhere to go.

Shelly closes her statement saying that she has taken all that into consideration, although she doesn't have bullet proof plan, she thinks this idea is worth the try.

VIII. Downpayment Assistance Program – DISCUSSION

Moved to next week's meeting.

IX. Other Business

Next Meeting: May 2, 2023, via Zoom

X. Board Comments

No board comments currently.

XI. 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.

Penny Dey makes a **Motion** adjourn the open session to move to 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. This motion was seconded by Dave Iverson.

ROLL CALL of those participating:

- | | |
|-------------------|-----|
| 1. Reema sherry | Aye |
| 2. Dave Iverson | Aye |
| 3. Brooke Mohr | Aye |
| 4. Meg Browsers | Aye |
| 5. Penny Dey | Aye |
| 6. Brian Sullivan | Aye |

XII. Adjourn

This meeting was adjourned at 2:15pm

NANTUCKET AFFORDABLE HOUSING TRUST

~~ MEETING MINUTES ~~

Wednesday, May 3, 2023.

Remote Meeting *via* Zoom– 1pm

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

ATTENDING MEMBERS: Dave Iverson, Brooke Mohr, Penny Dey, Meg Browers, Brian Sullivan

STAFF IN ATTENDANCE: Tucker Holland (Housing Director), Vicky Marsh (Town Council)

PUBLIC IN ATTENDANCE:

I. Call to Order

Brian Sullivan called the meeting to order at 1:02pm

II. Approval of Agenda – ACTION

Penny Dey makes a MOTION to approve the agenda. This motion was seconded by Brooke Mohr.

ROLL CALL of those participating:

- | | |
|--------------------------|-----|
| 1. Dave Iverson | Aye |
| 2. Brooke Mohr | Aye |
| 3. Penny Dey | Aye |
| 4. Meg Browers | Aye |
| 5. Shantaw Bloise-Murphy | Aye |
| 6. Brian Sullivan | Aye |

III. Approval of Minutes – ACTION

No Minutes to be approved today.

IV. Public Comment

No public comments currently.

V. 135+137 Orange Street RFP – UPDATE

• This has been issued and is available through registering at the Town's website: Bid Postings • Nantucket, MA • CivicEngage (nantucket-ma.gov).

VI. Discussion of ATM 2023 Warrant Articles for Housing Funding

- Article 8 - Fiscal Year 2024 General Fund Operating Budget
- Article 10 - General Fund Capital Expenditures
- Article 18 - Appropriation: Affordable Housing Trust Fund

- Article 34 - Fiscal Year 2024 Community Preservation Committee
- Article 35 - Affordable and Year-round Housing Stabilization Fund

Tucker Holland said that there are different articles that are going to be before the community at the Select Board meeting this coming Saturday. There are some articles that in one manner or another relate to housing funding. Those articles would be,

- Article 8 - Fiscal Year 2024 General Fund Operating Budget
- Article 10 - General Fund Capital Expenditures
- Article 18 - Appropriation: Affordable Housing Trust Fund
- Article 34 - Fiscal Year 2024 Community Preservation Committee

Penny Dey said she is concerned about Article 18, because it involves a proposition of 2.5 override at the ballot and the likelihood of that passing.

Brian Sullivan agreed with Penny stating that it makes him nervous to have the future of the Affordable Housing hinged on two vote opportunities, but he is hopeful that with all the progress that this trust has been making that the community will come together for this trust.

Penny Dey also expressed her concerns about article 35. She strongly feels that the rem occupancy tax under which short-term revenue tax income falls, some portion of that needs to be redirected from the general fund towards affordable housing.

Brooke Mohr said that the discussion at the select board level is that this is the route, it was recommended by the finance department and town administration in terms of their overall future proofing, both the town budget and securing an ongoing funding stream for affordable housing. She mentioned that in her role on the select board she is supporting that path with the permanent override for that reason because she is depending on our finance director to tell her as a select board member what is the best way to protect both the funding for affordable housing and the general funds. She believes that there is a risk but feels hopeful because we have been advocating for a long time for a greater financial commitment, thought tax revenue.

Penny Dey agreed with Brooke except for the fact that this requires an override. She reminded the trust that the town can't speak for the people of this town because the people govern this town.

According to Penny, funding is directly related to the popularity of Nantucket. The vast majority is paid for by people who are renting here, not owning, and visiting for the summer months. She thinks that the board should be harnessing that very activity to try and offset some of the challenges faced because of Nantucket's popularity like what the land bank did in 1984.

Brian Sullivan was curious to know what those fundings will be able to service. He assumes that all of them will have a threshold of 100k that will need to be approved by the select board but can all of them be applied through all varieties of AMI levels?

Tucker Holland answered yes to Brian's question. Then he explained that what the town meeting does if it approves a funding article is basically giving authority to the town Manager to spend the

funds in accordance with the article. The housing-related funds are by practice directed to Affordable Housing Trust to administrate.

Penny Dey asked Tucker what happens if the 6.5 million funds get approved by the Town meeting and fails the ballots, how does that affect the Affordable Housing Trust.

Vicky Marsh answered Penny by stating that if the article doesn't pass there will be no funding of 6.5 million this year. Furthermore, they would have to go back and try something else in the fall town meeting.

Brian Sullivan said the Trust has their general operating funds to continue their programs, but no new programmatical opportunities would be available nor new purchases should the article not pass. Brooke Mohr mentioned that the Town would have to commit other funds for borrowing. It would really be a constrained source of revenue that wouldn't be allowed for borrowing because it relies on 2/3 votes at the following town meeting and every town meeting after.

Rick Atherton says that Article 18 is not the right path to go right now because the Town has shown that it is willing to allocate substantial community tax-based resources for programs that the trust wants to initiate. According to his point of view the town voters would like more ongoing say on how those funds are committed and what the Trust programs are going to be.

The AHT acknowledges that there are insecurities around voter support for this article, but the community has shown great support in the past few years for passing affordable housing funding.

VI. Inaugural Dr. Howard Dickler Award – NOMINATIONS AND VOTING

The Nantucket housing trust has created an annual citizens award as a tribute to the late Doctor Howard Dickler. Doctor Dickler was a valuable member of our community whose involvement in housing and economic issues was greatly appreciated by The Nantucket Affordable Housing Trust through his regular attendance and participation at public meetings as well as his service on the neighborhood first committee which mapped a guide for the trust use of funds in effort to maintain safe harbor from 40B developments. This award will honor a community member who best exhibits the spirit of Dr. Dickler on housing advocacy for our year around Community through their dedication, drive, creativity, inclusiveness, and most of all perhaps fearless willingness to share ideas. We have received three nominations for this award:

Richard Hussey, Beth Ann Meehan, and Billy Cassidy. The first recipient of this award will be announced at the town meeting this year.

VIII. Other Business

Next Meeting: May 16, 2023, via Zoom

IX. Board Comments

No board comments.

X. 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.

Penny makes a Motion to adjourn open session and move to 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. This motion was seconded by Dave Iverson.

ROLL CALL of those participating:

- | | |
|--------------------------|-----|
| 1. Dave Iverson | Aye |
| 2. Brooke Mohr | Aye |
| 3. Penny Dey | Aye |
| 4. Meg Browsers | Aye |
| 5. Shantaw Bloise-Murphy | Aye |
| 6. Brian Sullivan | Aye |

XI. Adjourn.

This meeting was adjourned at 1:42pm

NANTUCKET AFFORDABLE HOUSING TRUST

~~ MEETING MINUTES ~~

Thursday, May 25, 2023.

Remote Meeting *via* Zoom– 12:30 pm

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

ATTENDING MEMBERS: Reema Sherry, Penny Dey, Meg Browsers, Brian Sullivan, Brooke Mohr, Shantaw Bloise-Murphy,

STAFF IN ATTENDANCE: Tucker Holland (Housing Director), Vicki Marsh (Town Council)

PUBLIC IN ATTENDANCE: Ann Kuszpa

I. Call to Order

Brian Sullivan calls the meeting to order at 12:02pm.

II. Approval of Agenda - ACTION

Penny Dey makes a **MOTION** to approve the agenda with modification on item **VI**, to push the CCOP applications to the next meeting on May 30th. Seconded by Dave Iverson

ROLL CALL of those participating:

- | | |
|--------------------------|-----|
| 1. Dave Iverson | Aye |
| 2. Penny Dye | Aye |
| 3. Shantaw Bloise-Murphy | Aye |
| 4. Meg Browsers | Aye |
| 5. Brooke Mohr | Aye |
| 6. Reema Sherry | Aye |
| 7. Brian Sullivan | Aye |

The agenda is approved unanimously.

III. Update: Ken Beaugrand and Housing Office Manager

Tucker Holland: We are still looking to fill the Housing & Real Estate Office Manager position.

Tucker Holland spoke with Ken last week and he sounds strong and positive, he is going through rehabilitation and straightening for the next week of two and then they will reevaluate his return to the island.

IV. Minutes

- To be taken up on June 13th meeting
- *Note: all Trust open meetings are recorded and available on the Town's YouTube channel*

V. Public Comment

Brian Sullivan: As a member of the public, I am happy about the ballot turn out and the support of the community.

VI. CCAP – ACTION

• Subordination of Mortgage: Guillen & Flores de Estrada – 29 ½ Essex Road
Brooke Mohr made a motion for approval, seconded by Dave Iverson.

ROLL CALL of those participating:

- | | | |
|----|-----------------------|-----|
| 1. | Dave Iverson | Aye |
| 2. | Penny Dye | Aye |
| 3. | Shantaw Bloise-Murphy | Aye |
| 4. | Meg Browsers | Aye |
| 5. | Brooke Mohr | Aye |
| 6. | Reema Sherry | Aye |
| 7. | Brian Sullivan | Aye |

The motion was approved unanimously.

VII. Update & Discussion: Article 18 and Ballot Measure 6

Tucker Holland said that we received very strong support at the town meeting for Article 18th. Thanks to several compelling speakers at the town meeting.

Penny Dey noted that it passed with only 102 votes. It was the second smallest margin that night.

Brooke Mohr thanked Ann Kuszpa and Elizabeth at Housing Nantucket for their social media outreach on the ballot question.

Meg Browsers said she was grateful for the speakers and voters for their support. She noted the repeated comments about the lack of transparencies with the Trust, she wanted to put on the record that there is a wealth of information on the website, and The Trust meets biweekly. We should take that into consideration and try to do a better job at outreach.

Shantaw Bloise-Murphy said she wanted to piggyback off what Meg said about communication with the public. She said that The Trust has access to the Chambers newsletter as a part of our renewed MOU with them, that can be used monthly, weekly, or quarterly if need to, The Trust also can do dedicated eblast email to their membership, they have about 1400 members.

Ann Kuszpa stated that The Housing Production Plan should lead to every answer. It should be all about putting that plan into action.

Brooke Mohr stated that we need to be more anticipatory of our Communication Department to fit in with the new system.

VIII. Discussion: Year-Round Restriction Advisory Committee

Brian Sullivan suggested that The Trust should form a committee and appoint several community members to work with a moderator to put forward some recommendations as to what the community wants as a Deed restriction to implement the findings. Penny Dey, as part of the Neighborhood First Committee, said the effective thing about that group is that they had defined tasks, very short timelines, and had to meet regularly. The group had people from a vast variety of backgrounds. She suggested to try to make this new group as broad as we can.

Brooke suggested that we move this quickly with an aggressive timeline. Vicki Marsh suggested that we should draft it as an article and look at other programs that we have used in the past as examples. She noted it still needs to be approved by the Attorney General.

Brooke Mohr makes a **MOTION** to establish a deed restriction work group of 11 members, seconded by Penny Dey, but upon discussion she withdrew that motion.

Brooke Mohr Made a **MOTION** to Authorize Tucker to find the subject matter expert to guide the deed restriction group. Seconded by Penny Dey.

ROLL CALL of those participating:

- | | | |
|----|-----------------------|-----|
| 1. | Dave Iverson | Aye |
| 2. | Penny Dye | Aye |
| 3. | Shantaw Bloise-Murphy | Aye |
| 4. | Meg Browers | Aye |
| 5. | Brooke Mohr | Aye |
| 6. | Reema Sherry | Aye |
| 7. | Brian Sullivan | Aye |

The motion was approved unanimously.

IX. Other Business

Next Meeting: June 13, 2023, via Zoom

X. Board Comments

XI. 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.
There will be no Executive Session today.

XII. Adjourn.

Penny Dey makes a motion to adjourn this meeting. Seconded by Shantaw Bloise-Murphy.

ROLL CALL of those participating:

- | | |
|--------------------------|-----|
| 1. Dave Iverson | Aye |
| 2. Penny Dey | Aye |
| 3. Meg Browsers | Aye |
| 4. Brooke Mohr | Aye |
| 5. Reema Sherry | Aye |
| 6. Shantaw Bloise-Murphy | Aye |
| 7. Brian Sullivan | Aye |

The meeting was adjourned at 2:30pm

NANTUCKET AFFORDABLE HOUSING TRUST

~~ MEETING MINUTES ~~

Tuesday, May 30, 2023.

Remote Meeting *via* Zoom— 1 pm

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

ATTENDING MEMBERS: Reema Sherry, Brooke Mohr, Shantaw Bloise-Murphy, Dave Iverson

STAFF IN ATTENDANCE: Tucker Holland (Housing Director)

I. Call to Order

Reema sherry called the meeting to order.

II. Approval of Agenda – ACTION

Brooke makes a Motion to approve the agenda. The motion was seconded by Shantaw Bloise-Murphy

ROLL CALL of those participating

- | | |
|--------------------------|-----|
| 1. Brooke Mohr | Aye |
| 2. Shantaw Bloise-Murphy | Aye |
| 3. David Iverson | Aye |
| 4. Reema Sherry | Aye |

This motion was approved unanimously.

III. Minutes

- To be taken up on June 13th meeting
- *Note: all Trust open meetings are recorded and available on the Town's YouTube channel*

III. Public Comment

No public comments at this time

V. CCAP – ACTION

- Application: Villa - 10 Indigo Drive

- Application: Kanchev – 9 Honeysuckle
- Application: Ewing – 5 Marble Way
- Application: Carr – 2 Indigo Drive
- Application: McAuley – 14A Equator Drive

Tucker Holland stated that the approval format for the CCAP will be different. The applications will be approved in mass. We have 5 applications representing a variety of income levels on the permanent deed restriction units.

Brooke Mohr makes a **MOTION** to approve the 5-Closing Cost Assistance for 10 Indigo Drive, 9 Honeysuckle, 5 Marble Way, 2 Indigo Drive and 14A Equator Drive, for up to \$15k in CCA per property, pending final amounts. The motion was seconded by David Iverson.

ROLL CALL of those participating

- | | |
|--------------------------|-----|
| 1. Brooke Mohr | Aye |
| 2. Shantaw Bloise-Murphy | Aye |
| 3. David Iverson | Aye |
| 4. Reema Sherry | Aye |

This Motion was approved unanimously.

VI. Other Business

Next Meeting: June 13, 2023, via Zoom

VII. Board Comments

VIII. 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.

Brooke moves the **Motion** to adjourn the public session no to return to open session for the purpose 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 maybe taken. Seconded by David Iverson.

ROLL CALL of those participating

- | | |
|--------------------------|-----|
| 5. Brooke Mohr | Aye |
| 6. Shantaw Bloise-Murphy | Aye |
| 7. David Iverson | Aye |
| 8. Reema Sherry | Aye |

This Motion was approved unanimously.

IX. Adjourn.

This meeting was adjourned.

NANTUCKET AFFORDABLE HOUSING TRUST

~~ MEETING MINUTES ~~

Tuesday, June 13, 2023.

Remote Meeting *via* Zoom– 1pm

Trust Members: Brian Sullivan (Chair), Reema Sherry (Vice-Chair), Brooke Mohr, Meg Browers, Dave Iverson, Shantaw Bloise-Murphy, Penny Dey, Tom Dixon

ATTENDING MEMBERS: Reema Sherry, Penny Dey, Meg Browers, Brian Sullivan, Brooke Mohr, Shantaw Bloise-Murphy,

STAFF IN ATTENDANCE: Tucker Holland (Housing Director), Vicki Marsh (Town Council)

PUBLIC IN ATTENDANCE: Joe Grouse, Rich Hussey, Judi Barrett

I. Call to Order

Brian Sullivan called the meeting to order at 1pm

II. Approval of Agenda – ACTION

Penny Dey makes a MOTION to approve the agenda. This motion was seconded by Reema Sherry.

ROLL CALL of those participating:

- | | | |
|----|-----------------------|-----|
| 1. | Brooke Mohr | Aye |
| 2. | David Iverson | Aye |
| 3. | Reema Sherry | Aye |
| 4. | Penny Dey | Aye |
| 5. | Shantaw Bloise-Murphy | Aye |
| 6. | Meg Browers | Aye |
| 7. | Brian Sullivan | Aye |

This motion was approved unanimously.

III. Minutes

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

IV. Public Comment

None currently.

V. CCAP – ACTION

- No applications currently

VI. Update: LOHA State House Day of Action

Tucker celebrated the very good day at the State House Day of Action last week. He mentioned that Brian Sullivan was one of ten very powerful speakers on the need of transfer fees. He extended his thanks to the Chair Brian Sullivan as well as Brooke Mohr and all Members of the community that showed up to support.

Brian Sullivan added that Meghan Trudell from PLUS was also there. He states that it was very helpful to have somebody from planning looking at the perspective from that department in the conversations and to connect in all efforts.

Brooke Mohr said that for quite some time it has been just Nantucket advocating for Nantucket trying to solve our problems, but now we have people from other places like Boston and Summerville. In some ways, the politics has got more complicated. Brooke said that despite the complexity she is more hopeful, thanks to the people that keep on showing up and supporting, multiple times per year.

Penny Dey wanted to acknowledge the Chair of the Trust for a statement that he had said during his speech. Brian said that he owns a real estate company but refuses to profit from businesses that are not part of the solution. Thank you for that, Mr. Chair.

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

Joe Grouse, thanks the Trust members for all their help and ongoing support, specifically for Benjamin Drive, where in August three families moved into after 2.5 years of construction. We are coming to the Housing Trust to supplement the findings for this project. The funding for the project 2 years ago was estimated to be around \$1.38 million with \$1.11 million being from the Housing Trust, the other components from the hospital's CHIP program and Nantucket Habitat for Humanity program. Like many builders on the island for the past 18 months we experienced cost over runs in materials. We ended up with a cost of \$1.62 million vs the \$1.39 million we look to be short about \$236 thousand and we would like to ask this trust to help us with those funds.

Penny Dey asked how much of the work done of the constructions is volunteered or is

it all paid work?

Rich Hussey said It pretty much is, because of Covid. We transitioned from a 40% volunteer component to basically the homeowners painting the inside of their houses. In the past we have taken 2.5 years to finish housing and it was mostly done by volunteers. We essentially moved to other models to adapt after Covid.

Brooke Mohr remembers talking about this a couple years ago, and one of the elements was different timelines and speed of getting people into housing. When you do frame, and you rely on volunteers it can stretch the timeline from beginning to occupancy. Using Module speeds up that timeline.

Joe Grouse said that although he would like to see more volunteers, he has to make sure that the families are getting their sweat hours for equity.

Dave Iverson said he just wants to commend the Habitat folks for delivering mostly built houses for \$450k per unit, that is really a “fee” in this time without a lot of volunteers, and for that we say thank you.

Tucker Holland said we must meet with the financial department, and we have the funding available through our CPC annual allocations. This is a very good example of why having the CPC is so helpful. When situations like this come up, we can address the situation.

Vicki Marsh asked if there was a particular bucket that would fund this?

Tucker Holland responded that yes, we discussed two appropriations that can be sent to her. Some of the funding for this project has come from one of them so we know it is applicable.

Brooke moves MOTION to approve additional subsidized funds for Habitat at 9 Benjamin Drive in \$236k to be allocated from the appropriate funds, advised by Finance Department. This motion was seconded by Dave Iverson

ROLL CALL of those participating:

1. Brooke Mohr Aye
2. David Iverson Aye
3. Reema Sherry Aye

4. Penny Dey Aye
5. Shantaw Bloise-Murphy Aye
6. Meg Browsers Aye
7. Brian Sullivan Aye

This motion was approved unanimously.

VIII. Discussion: Year-Round Restriction Advisory Committee

Judi Barret presented a draft of the scope of services, development of policies and deed restrictions for year around housing. She also discussed the services that the consultant for the group will provide.

Reema Sherry moved a MOTION to approve the proposal by Judi Barrett, to help establish the committee for development of policies and deed restrictions for year around housing. This motion was seconded by Brooke Mohr with an amendment that the trust approves the budget as proposed with the potential to increase by 15% pending approval from The Trust.

ROLL CALL of those participating:

1. Brooke Mohr Aye
2. David Iverson Aye
3. Reema Sherry Aye
4. Penny Dey Aye
5. Shantaw Bloise-Murphy Aye
6. Meg Browsers Aye
7. Brian Sullivan Aye

This motion was approved unanimously.

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.

Meg Browsers makes Motion to adjourn this meeting, seconded by Brooke Mohr.

ROLL CALL of those participating:

- | | | |
|----|-----------------------|-----|
| 1. | Brooke Mohr | Aye |
| 2. | David Iverson | Aye |
| 3. | Reema Sherry | Aye |
| 4. | Penny Dey | Aye |
| 5. | Shantaw Bloise-Murphy | Aye |
| 6. | Meg Browsers | Aye |
| 7. | Brian Sullivan | Aye |

XII. Adjourn.

This meeting was adjourned.

NANTUCKET AFFORDABLE HOUSING TRUST

~~ MEETING MINUTES ~~

Tuesday, June 20, 2023.

Remote Meeting *via* Zoom– 1pm

Trust Members: Brian Sullivan (Chair), Reema Sherry (Vice-Chair), Brooke Mohr, Meg Browsers, Dave Iverson, Shantaw Bloise-Murphy, Penny Dey, Tom Dixon

ATTENDING MEMBERS: Reema Sherry, Penny Dey, Meg Browsers, Brian Sullivan, Brooke Mohr, Shantaw Bloise-Murphy

STAFF IN ATTENDANCE: Tucker Holland (Housing Director), Vicki Marsh (Town Council)

PUBLIC IN ATTENDANCE: Steven Hollister, Ann Kuszpa, Billy Cassidy

I. Call to Order

Brian Sullivan called the meeting to order at 1:02pm

II. Approval of Agenda – ACTION

Dave Iverson makes a MOTION to approve the agenda, seconded by Brooke Mohr.

ROLL CALL of those participating:

- | | |
|--------------------------|-----|
| 1. Brooke Mohr | Aye |
| 2. David Iverson | Aye |
| 3. Meg Browsers | Aye |
| 4. Penny Dey | Aye |
| 5. Reema Sherry | Aye |
| 6. Shantaw Bloise-Murphy | Aye |

III. Minutes

- To be taken up at the July meeting

• *Note: all Trust open meetings are recorded and available on the Town's YouTube channel*

IV. Update: Housing Office Manager & Real Estate Specialist

Tucker Holland said that regarding the Office Manager position, we are still accepting applications and are looking forward to finding someone as soon as possible.

V. Public Comment

There are no public comments currently.

VI. Closing Cost Assistance Program

- No applications currently

VII. Action: Request from Housing Nantucket for Supplemental Funding for 31 Fairgrounds Road

Tucker Holland mentioned that he is aware of the challenges of the construction environment, but he is hopeful that this will be a very handsome project, which will serve the Town of Nantucket.

Anne Kuszpa thanked all members of this Trust, the construction teams, and the builders themselves. She said there have been three change orders previously made by the HN. The first order was made when HN increased the square footage and living space. The second order was due to the construction environment. The materials were top of the list on the market and that affected the project cost. The builder has recently informed us that another price adjustment is necessary. The total increase is \$2.5 million, which has been attributed to the increase and/or underestimated cost for materials, goods, and services.

They requested this additional \$2.5 million funding as a grant, because this project will be occupied by income-qualified year-around residents. Their rent tolls cannot observe increased project cost because taking on further debt will result in the project operating in low cost.

Dave Iverson asked what is the percentage of overages to the total cost of the project?

Steve Hollister said the scope of the project grew after the first change order. He stated that they were hoping that the cost would not exceed \$2.5 million. The current construction contract is \$10,279,000 amended by the two earlier change orders. This new change order would authorize an additional \$2,500,000 and yield a revised project total of \$12,779,000. This revised budget figure has been characterized by the developer, Fairgrounds Common LLC (Billy Cassidy), as a final, not-to-exceed figure.

Brooke Mohr said she is concerned that this being a not-to-exceed number, would this be enough funds to complete this project.?

Steve Hollister said that this number has an additional buffer to it, and he is confident that it is enough to complete the project.

Penny Dey asked if this request, when made, will include a discussion of municipal employee preferences for 31 Fairground?

Tucker Holland said that hiring and keeping people in key town positions is a challenge. We have approached the EOHLC about the possibility of requesting a special local preference, which would limit the category of municipal employees to a portion of the local preference. Housing Nantucket is supportive of this request. The last step is to formalize this request.

Penny Dey is it accurate to say that we are committed as a group to work towards providing a

percentage of those units to municipal employees that meets the financial requirements?

Brian Sullivan: Can Ann describe how they will be marketing these units? I would like to understand the selection process before moving with this Motion.

Ann Kuszpa: we are open to proceed to give a municipal employee preference as suggested by Tucker. We will have a lottery following all the EOHLC criteria, and when meet all the criteria's we will offer them a lease. The rest of the units will be advertised as ready to move units.

Brian Sullivan: are we committed to a portion of the 75% of those units to the municipal employees and how does that work with the ready to move units.

Ann Kuszpa: We already have municipal employees on the ready to move list. I would encourage employees to apply and note that those employees must meet the criteria for the financial requirements and then we would offer them a lease.

Penny Dey: Penny asked if it is legal to have a local municipal employee preference on this project.

Vicki Marsh: We need to get approval from the EOHLC before we even consider this, but it is possible.

Brooke Mohr: what I wanted to hear is that the Housing Nantucket will make their best effort to work with the municipal housing director to allow municipal employee preference to the greatest degree possible for this project, obviously subjected to approval from EOHLC.

Vicki Marsh: I just wanted to clarify that the way the regulations are written 70 % of affordable housing units can be applied for local preferences. Note that we cannot allocate 100% to local preferences and for that reason they might not want to go with it, because it might not be able to attract a wide enough pool of applicants.

Tucker Holland: those units are already on constitution they already have contributed to the safe harbor, and they no longer are part of what constitutes to the current period safe harbor. We do want to ensure that they stay on our SHI list. This is a 22-unit project, 25% of this is six units. Six units will be restricted to 80%AMI. Four units as 70% of that subjected to local preferences. Five of those units above the 80%AMI that we would seek the special local preferences. We would propose to the EOHLC that we would like to direct some unit outside the 80% AMI to the municipal employees who qualify. Although we know that technically they do not have authority on these units, they have an opinion because they all count on the SHI list.

Reema Sherry: how would we demonstrate the local and municipal need?

Tucker Holland: we have information from housing Nantucket and Richmond that reflects the local need for housing.

Meg Browers suggested that we make sure to that this information gets to the school's employees, because they are not aware that they can qualify for those units.

Penny Dey makes a MOTION to approve that the Affordable Housing Trust supports the efforts made by Tucker and Ann to work with EOHLC to investigate the feasibility of committing a

percentage of those units to municipal employees going forward and to perpetuity.

Dave Iverson seconded this Motion.

ROLL CALL of those participating:

- | | |
|--------------------------|-----|
| 1. Brooke Mohr | Aye |
| 2. Penny Dey | Aye |
| 3. Reema Sherry | Aye |
| 4. Dave Iverson | Aye |
| 5. Meg Browers | Aye |
| 6. Shantaw Bloise-Murphy | Aye |
| 7. Brian Sullivan | Aye |

The vote was unanimously approved.

The trust is inclined to approve the request for grant, but it is concerned if the trust can afford it.

Tucker confirms that the trust has the funds available, and the town would not have to authorize borrowing fund to fund this request.

Reema Sherry moves a MOTION to approve the request for additional fund for 31 fairgrounds road to housing Nantucket in the amount of 2.5 million dollars as a grant subjected to housing Nantucket compliance with approved municipal employee preferences to EOHLC.

Brooke Mohr seconded this motion with a minor amendment that this grant does not exceed the original amount of 2.5 million dollars.

ROLL CALL of those participating:

- | | |
|--------------------------|-----|
| 1. Brooke Mohr | Aye |
| 2. Penny Dey | Aye |
| 3. Reema Sherry | Aye |
| 4. Dave Iverson | Aye |
| 5. Meg Browers | Aye |
| 6. Shantaw Bloise-Murphy | Aye |
| 7. Brian Sullivan | Aye |

VIII. Discussion: Year-Round Restriction Advisory Committee

Reema Sherry suggested that the trust should decide on the number of participants and if there is any special make up that could be mapped out the trust should do that, so we are ready for the special town meeting in the fall.

Brooke makes a MOTION to establish a working group for the deed restriction group to include two members of the affordable housing trust and seven members of the community at large as broadly as possible. This motion was seconded by Reema Sherry.

ROLL CALL of those participating:

- | | |
|--------------------------|-----|
| 1. Brooke Mohr | Aye |
| 2. Penny Dey | Aye |
| 3. Reema Sherry | Aye |
| 4. Dave Iverson | Aye |
| 5. Meg Browsers | Aye |
| 6. Shantaw Bloise-Murphy | Aye |
| 7. Brian Sullivan | Aye |

Brooke Mohr also suggested that the two members of this trust be selected for this meeting.

Brian Sullivan asks if there are any volunteers.

Brian Sullivan, Reema Sherry, Shantaw Bloise-Murphy and Meg Browsers presented themselves as volunteers for this committee. There will be a subcommittee meeting between the volunteers and the advisor for the Deed restriction Committee.

IX. Other Business

Next Meeting: July 11, 2023, at 1:00pm via Zoom

X. Board Comments

None at currently.

XI. 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.

Penny Dey made a MOTION to adjourn public session and move to executive session, not to return to open session for the purpose 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.

ROLL CALL of those participating:

- | | |
|--------------------------|-----|
| 1. Penny Dey | Aye |
| 2. Reema Sherri | Aye |
| 3. Dave Iverson | Aye |
| 4. Brooke Mohr | Aye |
| 5. Meg Browsers | Aye |
| 6. Shantaw Bloise-Murphy | Aye |
| 7. Brian Sullivan | Aye |

XII. Adjourn.

NANTUCKET AFFORDABLE HOUSING TRUST

~~ MEETING MINUTES ~~

TUESDAY, August 8th, 2023.

Remote Meeting via Zoom– 12:30 pm

Trust Members: Brian Sullivan (Chair), Reema Sherry (Vice-Chair), Brooke Mohr, Meg Browers, Dave Iverson, Shantaw Bloise-Murphy, Penny Dey, Tom Dixon

ATTENDING MEMBERS: Brian Sullivan, Meg Browers, Penn Dey, Reema Sherry, Shantaw Bloise-Murphy, Tom Dixon

STAFF IN ATTENDANCE: Tucker Holland (Housing Director), Ellis Ramos (Housing & Real Estate Office Manager), Vicki Marsh (Town Council)

PUBLIC IN ATTENDANCE: Judi Barrett (Barrett Planning LLC)

I. Call to Order

Brian Sullivan called the meeting to order at 12:33pm

II. Approval of Agenda – ACTION

Tom Dixon made a MOTION to approve the agenda. Shantaw Bloise-Murphy seconded this MOTION.

ROLL CALL of those participating:

- | | |
|--------------------------|-----|
| 1. Shantaw Bloise-Murphy | Aye |
| 2. Reema Sherry | Aye |
| 3. Tom Dixon | Aye |
| 4. Meg Browers | Aye |
| 5. Brian Sullivan | Aye |

III. Approval of Minutes – ACTION

- March 28, 2023
- April 4, 2023
- April 7, 2023
- April 25, 2023
- May 3, 2023
- May 25, 2023
- May 30, 2023
- June 13, 2023
- June 20, 2023
- July 5, 2023

- March 28, 2023

Hold to be approved at the next meeting.

- April 4, 2023

Reema Sherry made a MOTION to approve the minutes for the April 4th meeting as written. Shantaw Bloise-Murphy second this MOTION.

ROLL CALL of those participating:

1. Shantaw Bloise-Murphy Aye
2. Reema Sherry Aye
3. Brian Sullivan Aye
4. Meg Browsers Aye

- April 7, 2023

Reema made a MOTION to approve the minutes for the April 7th meeting as written. Meg Browsers seconded this MOTION.

ROLL CALL of those participating

1. Reema Sherry Aye
2. Brian Sullivan Aye
3. Meg Browsers Aye

- April 25, 2023

Hold to be approved at the next meeting.

- May 3, 2023

Penny Day made a MOTION to approve the minutes for May 3rd meeting as written. Meg Browsers seconded this MOTION.

ROLL CALL of those participating

1. Penny Dey Aye
2. Meg Browsers Aye
3. Brian Sullivan Aye

- May 25, 2023

Hold to be approved at the next meeting.

- May 30, 2023

Hold to be approved at the next meeting.

• June 13, 2023

Reema Sherry made a MOTION to approve the minutes for June 13th minutes as written. Shantaw Bloise-Murphy seconded this MOTION.

ROLL CALL of those participating

- | | |
|--------------------------|-----|
| 1. Shantaw Bloise-Murphy | Aye |
| 2. Reema Sherry | Aye |
| 3. Meg Browers | Aye |
| 4. Brian Sullivan | Aye |

• June 20, 2023

Reema Sherry made a MOTION to approve the minutes for June 20th meeting as written. Shantaw Bloise-Murphy seconded this MOTION.

ROLL CALL of those participating

- | | |
|--------------------------|-----|
| 1. Shantaw Bloise-Murphy | Aye |
| 2. Reema Sherry | Aye |
| 3. Meg Browers | Aye |
| 4. Brian Sullivan | Aye |

IV. Public Comment

Tucker Holland informed the board that the Developer at the Sparks Ave location , is going to have a plan in front of the planning board in regards the development of 32 rental housing units in addition to some commercial Tucker said that there has been an ongoing conversation between the Developer and the Housing Office , with respect to the possibility of buying down at least 25% of the units at 80% AMI level, so that all the units would count on the Subsidized Housing Inventory (SHI) , and all units would be year-round in regards of their rentals. The developers reach out to ask for a letter to be sent indicating that the AHT has a continued interest in seeing that happen, however the details are still pending. Tucker made it clear that no negotiation has taken place, the developer is asking for reaffirm the interest in working together to get that outcome.

Anne Kuszpa mentioned that she was following the definition of Attainable Housing that was changed at the Town Meeting. She said that she understands that the Select Board would need to amend the Affordable Housing Trust Declaration of Trust. She asked where is this process to change the Declaration of Trust is?

Vicki Marsh said that she does not have an answer to Anne's questions, however if it has not been changed yet, then she would have to investigate it to see what they can do about getting it revised.

V. Follow Up: A Conversation with George Ruther

- **A Conversation with George Ruther- Lessons from an Island in the Mountains – YouTube**

Brian Sullivan and Tucker Holland expressed their appreciation to Goerge Ruther for an extremely informative and productive conversation. They said the conversation was extremely helpful and it came at a helpful time.

VI. Update: New SHI 10% Requirement

Tucker Holland said that last week, the Executive Office of Housing and Livable Communities, disseminated the new SHI requirements for communities across the commonwealth. Following the 2010 census, Nantucket's year-round unit count had been deemed to be 4896 year-round units by DHCD, now that the number has gone up 26% to 6184 units, therefore Nantucket's 10% requirement of that is 618 units. Tucker said Nantucket is currently at 332 units, so this kind of pushed the process back on a percentage basis from the 6.7% they had been at to now a little over 5%. This is Nantucket's new number for the next 10 years. Tucker said that they would have to confirm with the EOHLC that to get 1 year of safe Harbor, they would have to create 31 units or .5%. To get 2 years of Safe Harbor they would have to create 62 units or 1%. He said this does not affect their current Safe Harbor period.

VII. Discussion: Year-Round Restriction Advisory Committee

Judi Barrett said that Tucker circulated a spreadsheet that has two options laid out for the AHT. Option A which is the assumption that they are going to have a working group to work with the AHT on developing the year-round deed restrictions. Option B is the AHT taking lead and the engagement is going to be through focus group participation. She said that the only difference between option A and B is whether there is going to be a working group or not.

Penny Dey and Tom Dixon said that they are leading towards option A because it is like neighborhood first module, and they think it is as inclusive as it can be and more efficient.

Reema Sherry said that given the information that they heard from George Ruther and the enthusiasm within the trust are they going to consider changing their goals in this? She said obviously they need a definition for Year-Round but what are they going to do with it?

Tucker Holland said he is extremely concerned about option A and trying to see the committee and get this work done by December. He said it would be a "colossal failure" if they do not have a warrant article on the Town meeting warrant next spring. He said that to go out and recruit what they think is going to be a representative group of people of the entire island and get them seated by the first week of September is a very tall order. He mentioned that he is much in favor of the trust being the lead on this because this is what the trust does. He also said that they can be very intentional about inviting voices from every corner of the community to participate in a more fulsome way through the focus-groups process as outlined in option B. He believes that the beauty of this is that they are hearing from several voices representing a certain constituency.

Brian Sullivan asked what effectively they assume that they are bringing to the floor of Town Meeting for a vote? He also asked if they are working on definitions in the existing code or are they creating something new?

Vicki Marsh said that in a conversation with Tucker, she asked him what they are trying to accomplish with the Year-Round Deed Restriction Program. His comment to her was that they wanted to use the program to have to AHT buy down program that would purchase year-round restrictions. Vicki Marsh said if that is the case, they need to create a program to go to Town meeting for them to vote to Authorize the AHT to use funds to purchase these restrictions.

Brian Sullivan wanted to make sure that what they are presenting to the community to vote is clear to him. Unlike the CCAP program that did not need to be voted for by Town meeting and this must go to Town Meeting for full approval.

Tom Dixon made a MOTION to approve option B based on staff recommendation as the slightly better course to proceed. Reema Sherry seconded this MOTION.

ROLL CALL of those participating

- | | |
|-------------------|-----|
| 1. Reema Sherry | Aye |
| 2. Tom Dixon | Aye |
| 3. Penny Dey | Aye |
| 4. Meg Browers | No |
| 5. Brian Sullivan | Aye |

This motion was approved 4 to 1.

VIII. Presentation and Request: The Warming Place

The Warming Place requested to come back to a future meeting with a more detailed scope of their proposal.

IX. Other Business

Next Meeting

- 12:30pm on August 22, 2023

Tucker said that since the 31 fairgrounds team is present in this meeting, he wanted to let them know that Ellis had confirmed this morning with Brian Turbit that all systems are a go regarding the warrant this week.

X. Board Comments

XI. 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.

Meg Browers made a MOTION to close public session to move to Executive session, not to return

to open session in 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.

ROLL CALL of those participating

- | | |
|-------------------|-----|
| 1. Reema Sherry | Aye |
| 2. Tom Dixon | Aye |
| 3. Penny Dey | Aye |
| 4. Meg Browers | Aye |
| 5. Brian Sullivan | Aye |

This motion Approved unanimously.

XII. Adjourn.

NANTUCKET AFFORDABLE HOUSING TRUST

~~ MEETING MINUTES ~~

Thursday, August 3, 2023.

Remote Meeting *via* Zoom– 11am

Trust Members: Brian Sullivan (Chair), Reema Sherry (Vice-Chair), Meg Browers, Dave Iverson, Shantaw Bloise-Murphy, Penny Dey, Tom Dixon

ATTENDING MEMBERS: Reema Sherry, Penny Dey, Meg Browers, Brian Sullivan, Shantaw Bloise-Murphy, Tom Dixon

STAFF IN ATTENDANCE: Tucker Holland (Housing Director), Ellis Ramos (Housing & Real Estate Office Manager) Vicki Marsh (Town Council)

PUBLIC IN ATTENDANCE: George Ruther (Vail Housing Director) Judi Barrett (Barrett Planning LLC)

I. Call to Order

Brian Sullivan Called the meeting to order at 11:02am.

II. Approval of Agenda – ACTION

Dave Iverson made a MOTION to approve the agenda as amended to remove item III from the agenda. Reema Sherry Seconded the Motion.

ROLL CALL of those participating:

- | | |
|--------------------------|-----|
| 1. Shantaw Bloise-Murphy | Aye |
| 2. Penny Dey | Aye |
| 3. Tom Dixon | Aye |
| 4. Reema Sherry | Aye |
| 5. Dave Iverson | Aye |
| 6. Meg Browers | Aye |
| 7. Brian Sullivan | Aye |

III. Approval of Minutes – ACTION

- To be approved at the August 8th meeting
- *Note: all Trust open meetings are recorded and available on the Town's YouTube channel*

IV. Public Comment

Brooke Mohr mentioned the new program launched by ACKNOW in collaboration with a company called Place mate called “Lease to local.” This is a private program that will pay property owners to convert their housing units into year-round rentals for Nantucket residents.

Mary Mack said that she had originally brought this idea to the Trust, and that she is proud that ACKNOW is bringing it to life.

The AHT Chair Brian Sullivan thanked her and emphasized that “it takes a village” to push things forward and that we are on the right direction.

Tucker Holland thanked Goerge Ruther and the community members that showed up and participated on the talk at the Athenaeum on Wednesday night.

V. Discussion: Year-Round Deed Restriction Advisory Committee

Judi Barrett said that they need to talk about the working group issue, how to make sure that they get the input they need from the community, and at the same time not “bag” the schedule down overall because there is an emergency to get this done. She asked the Trust what has worked for them in the past in terms of being able to get involvement outside the usual suspects.

Reema Sherry suggested that Tucker describe the process for the Neighborhood First Committee as far as advertising, nominating the volunteers and getting started.

Brian Said that Neighborhood First was a successful program. They had a clear goal with a specific timeline, and he thinks that was critical.

Tucker Holland said that they need to advertise for interest in working for the Deed Restrictions Committee. He said that this group should include but not limited to; year-round and seasonal residents, conservation trust, Finance department to better serve the community. He also said that when forming this group, they should point to the Housing Production Plan.

George Ruther, the Housing Director in Vail Colorado, said that they have a program called Vail in Deed that came out of their Vail Housing strategic plan called Vail Housing 2027. The goal is to acquire 1000 deed restricted properties by 2027. He said that The Vail in Deed Restriction program is on track to meet this goal in 2026. This program is a private and public partnership. They have acquired 174 properties under the Deed restriction program. Goerge said that most sellers are the home buyers and business owners also have used this program to help with employee housing. He said this program was designed for residency only, no short-term rentals allowed in any Deed restricted unit that is part of the program. George Ruther advised the AHT to “keep it simple,” he said to not place more deed restrictions than what is necessary for the program.

VI. Other Business

Next Meeting: August 8, 2023, via Zoom

VII. Board Comments

VIII. 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.

No executive session today.

IX. Adjourn.

Penny Dey made a MOTION to adjourn this meeting. Dave Iverson Seconded this motion.

ROLL CALL of those participating:

- | | |
|--------------------------|-----|
| 1. Shantaw Bloise-Murphy | Aye |
| 2. Penny Dey | Aye |
| 3. Tom Dixon | Aye |
| 4. Reema Sherry | Aye |
| 5. Dave Iverson | Aye |
| 6. Meg Browers | Aye |
| 7. Brian Sullivan | Aye |

This meeting was adjourned at 12:56pm.

LEASE TO LOCALS

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CONVERT YOUR PROPERTY ON NANTUCKET INTO A YEAR-ROUND RENTAL AND EARN UP TO A \$27,000 CASH INCENTIVE

HOW IT WORKS:



Convert your property into a new year-round rental for our local workforce and earn a cash incentive of \$4,500 — \$9,000 per qualifying tenant (up to \$27,000).



Your property must not already be a year-round rental, you must sign a 12-month lease, and rent cannot exceed \$5,000/month.



Qualifying tenants must be locally employed year-round, working 30+ hours a week for an employer based on Nantucket or with a physical location on the Island.

Example Grant Amounts:



Rent a room in your home to a local employee

\$4,500



Rent your apartment to 2 local employees

\$18,000



Rent your back cottage to 2 local employees with a child

\$27,000

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Nantucket Lease to Locals Pilot Program

Program Description and Policies September 2023

1 PILOT PROGRAM OVERVIEW

The Lease to Locals Program (the “Program”), offers cash incentives to homeowners who rent their homes to qualified households. The goal of the program is to increase the supply of year-round housing available for locals and full employees working on Nantucket. The Program is a one-year pilot that starts on Sept 1, 2023.

2 PROGRAM DEFINITIONS

- (a) Adult: An adult is any individual 18 years or older.
- (b) Housing Unit: A housing unit is a house (primary or secondary dwelling), an accessory dwelling unit, a single room or multiple single rooms intended for occupancy living quarters (excluding commercial lodging). Excludes deed-restricted and subsidized units.
- (c) Long-Term Lease: A long-term lease is a lease of 12 months or greater.
- (d) Property Owner: The individual(s) or legal entity that holds the deed to the property, as reflected on the Assessor or Registry of Deed records.
- (e) Qualified Household: A Qualified Household is any group of individuals living together in one home as their primary residence, where at least half of the adults are Qualified Tenants.
- (f) Qualified Tenant: A Qualified Tenant is an adult who is not of blood relation or employed by the Property Owner and who meets at least one of the following criteria:
 - a. Employed year-round at least 30 hours per week (over 1,500 hours per year) for an employer based in Nantucket or a physical location in Nantucket. Exceptions to the 1,500 hours per year requirements can be made for education providers.
 - b. Meet one of the following exemptions:
 - i. A person unable to work or who does not have a work history due to qualifying for disability as defined by the Americans with Disabilities Act (ADA)
 - ii. A full-time, single parent or guardian of a child under the age of 4
 - iii. A full-time, informal caregiver of a child or an adult with a disability if either caregiver or care-recipient lived in Nantucket for at least the five previous continuous years. A caregiver is defined as a person who resides with a person(s) with disabilities who is:
 - 1. essential to the care and well being of the person(s);
 - 2. not obligated to support the person(s) with the disabilities; and
 - 3. would not be living in the unit except to provide the necessary supportive services.

3 PROGRAM ADMINISTRATION

ACKNow Community Initiatives (“ACKNow CI”) will administer the Program, in coordination with, and with support from, a third-party administrator and independent contractor, Placemate Inc. is

a California Benefit Corporation, based in Truckee, California, which provides administrative services for non-profit and government entities across the country.

3.1 ACKNow's Role

ACKNow CI will oversee and fund the Program. This includes managing the contract with Placemate, Inc., granting disbursements, and evaluating program metrics.

3.2 Placemate Role

Under a contract with ACKNow CI Placemate, Inc. will provide the following services for the Program: program development, customer service, marketing, compliance, reporting, and processing applications per Program Guidelines.

4 PROGRAM GRANT FUNDING

4.1 Grant Amounts

ACKNow CI will provide a \$4,500 to \$9,000 grant per Qualified Tenant housed through the Program for a Long-Term Lease. Dependent children will count as one (1) additional Qualified Tenant, regardless of the number of children present. The maximum grant amount per Housing Unit is for three (3) Qualified Tenants.

The table below shows the available grant amounts.

Unit Size	Incentive per qualified tenant	Max per unit
Room	\$4,500	\$4,500
Studio	\$7,000	\$14,000
1 Bedroom	\$9,000	\$18,000
2 Bedroom	\$9,000	\$27,000
3 Bedroom	\$9,000	\$27,000

4.2 Grant Disbursement

- (a) Prior to disbursing grants, ACKNow CI will review documentation submitted by Placemate, Inc. including:
 - i. A copy of the fully executed lease agreement(s),
 - ii. Proof of status for Qualifying Tenants,
 - iii. Property Owner Application
- (b) ACKNow CI will issue the first half of the grant payment to the Property Owner within forty five (45) days of the Qualified Household taking occupancy of the Housing Unit.
- (c) ACKNow CI will issue the second half of the grant payment to the Property Owner within forty five (45) days of the end of the lease.
- (d) Payments shall be issued to the Property Owner, as their legal name(s) appear on recorded property ownership documents.

5 PROPERTY OWNER ELIGIBILITY & REQUIREMENTS

5.1 Grant Application

Property Owners must submit a complete on-line form and sign a self-certification checklist with Placemate, Inc. and comply with the following criteria to have their home considered for the grant program.

5.2 Eligibility & Requirements

To participate in the Program, Property Owners must meet the following requirements.

- (a) Location: The Housing Unit must be located in the County of Nantucket, MA.
- (b) Type: A whole home or room(s) in a home can be rented, but there is a maximum of two (2) grants per property.
- (c) Status: The Housing Unit must be a legally permitted dwelling unit and each bedroom in the property must have a door and window.
- (d) New Rental: The Housing Unit must not have already been occupied as an existing year-round rental in the past 12 months.
- (e) Eligible Properties: The Housing Unit is a house (primary or secondary dwelling), an accessory dwelling unit, a single room or multiple single rooms intended for occupancy living quarters (excluding commercial lodging) that have not been rented year-round in the past 12 months. Excludes deed-restricted and subsidized units.
- (f) Property Condition: The Housing Unit must meet basic health and safety criteria as may be required per Massachusetts law and regulations.
- (g) Signed Lease Agreement and Complete Application Packet: The Property Owner must complete an application and sign a Long-Term Lease with a Qualified Household. The complete application packet must be submitted within 45 days of the start of the lease.
- (h) Lease Compliance Checks: The Property Owner must comply with the lease agreement for the full length of the lease and will be checked for compliance by Placemate, Inc., at six (6) months in the lease. Failure to comply with the lease requirements at any time shall disqualify the Property Owner for grant payments.
- (i) Rental Affordability Cap: The Property Owner cannot charge monthly rent that exceeds \$5,000/month. Suggested rental rates \$1,000 to \$1,500 per bedroom per month.
- (j) Fair Housing Act Compliance: The Property Owner must comply with the Federal Fair Housing Act which prohibits discrimination on the basis of race, color, religion, sex, or national origin.

5.3 Contingencies

- (a) Change of Ownership: If the Housing Unit is sold during the lease period, the lease remains intact, and the new owner receives the second half of the incentive if they remain qualified. An executed agreement between the buyer and seller must describe new Property Owner's obligations under this program.
- (b) Failure to Comply with Lease: If the Property Owner plans to evict a tenant, Property Owner must notify Placemate and Tenant 30 days in advance and work with Tenant to see if an alternative agreement can be reached. If the Property Owner does not meet lease agreements at the six-month mark because of an eviction or move-out, Placemate, Inc. will work with Property Owners to rectify the situation. If an

agreement cannot be reached, the Property Owner will be disqualified from receiving the second installment of the grant disbursements.

- (c) Property Condition: If the Housing Unit is deemed in violation of Massachusetts law or regulations the grant payment(s) may be withheld.

6 TENANT ELIGIBILITY & REQUIREMENTS

6.1 Individual & Household Qualification

Individuals and households applying to the program must meet the definitions set forth in Section 2 of these guidelines.

6.2 Documentation

As part of the application, each adult member of the Qualifying Household must submit the following:

- (a) Copy of current driver's license or other photo ID
- (b) Copy of Two (2) paystubs from the past consecutive three (3) months to verify employment or audited financial statements (if self-employed) and a Letter from employer(s) stating hours, pay, and location of employment. If offered a job with a local business, Qualified Tenant must provide an offer letter.