

NANTUCKET AFFORDABLE HOUSING TRUST

MEETING MINUTES

Tuesday, June 16, 2026

Remote Meeting via Zoom - 12:30 PM

Trust Members: Brian Sullivan (Chair), Penny Dey (Vice-Chair), Mary Mack, Abby De Molina, Shantaw Bloise-Murphy, Forest Bell, Brooke Mohr

Member(s) of the Board present: Brian Sullivan, Penny Dey, Brooke Mohr, Forest Bell, Brooke Mohr, Shantaw Bloise-Murphy, and Abby De Molina.

Staff members present: Kristie Ferrantella (Housing Director), Dylan Metsch-Ampel (Deputy Housing Director), Caroline Ferguson (Administrative Specialist), Sue Carmel (Deputy Finance Director), Tracy MacDonald (Real Estate Manager), Rick Sears (Deputy Town Manager), Vicki Marsh (Town Counsel), John Giorgio (Town Counsel)

Speaker(s) present: Tony Duong (Barrett Planning Group LLC), Kevin Wright (CBIZ), Diane Morrison (CBIZ), Hilaire Johnson (CBIZ)

All votes were taken by roll call.

I. CALL TO ORDER

Chair Sullivan called the meeting to order at 12:34 PM.

II. ACCEPTANCE OF AGENDA

Brooke Mohr made a MOTION to approve the agenda. Penny Dey seconded the motion; by roll call vote: Brooke Mohr - Aye; Penny Dey - Aye; Shantaw Bloise-Murphy - Aye; Brian Sullivan- Aye; so voted.

III. ANNOUNCEMENTS

1. This meeting of the Affordable Housing Trust is Being Audio and Video Recorded.

IV. UPDATE ON PUBLIC COMMENT QUESTIONS FROM PRIOR MEETINGS

There was no update to public comment.

V. PUBLIC COMMENT

There was no public comment.

VI. NEW BUSINESS

There was no new business.

VII. APPROVAL OF MINUTES

1. Approval of Minutes of June 2, 2026, at 12:30 PM.

Brooke Mohr made a MOTION to approve the open session minutes of June 2, 2026.

Shantaw Bloise-Murphy seconded the motion; by roll call vote: Shantaw Bloise-Murphy - Aye; Penny Dey - Aye; Brooke Mohr - Aye; Brian Sullivan - Aye; so voted.

Forest Bell joined at 12:37 PM.

VIII. CLOSING COST ASSISTANCE PROGRAM (CCAP) APPLICATIONS

1. Review and Approval of Application at 1 Webster Drive - Alison and Richard Stravato

Mr. Metsch-Ampel introduced the CCAP application. Vice-Chair Dey made MOTION to approve Alison and Richard Stravato's application and award up to \$15,000 as a loan for closing cost assistance at 1 Webster Drive and any unused funds to be returned to the Trust. Brooke Mohr seconded the motion; by roll call vote: Penny Dey - Aye Brooke Mohr - Aye; Forest Bell - Aye; Shantaw Bloise-Murphy - Aye; Brian Sullivan- Aye; so voted.

Mrs. Stravato thanked the Affordable Housing Trust for their support.

IX. HOUSING DEPARTMENT REQUEST

1. Approval and execution of Mortgage Discharge for the Mortgage from Corbet Campbell at 45A Beach Grass Road to the Town of Nantucket Affordable Housing Trust Fund (the "Trust") dated March 11, 2022, as document No. 173346 on Certificate of Title No. U42400 granted as part of the Closing Cost Assistance Program (CCAP)

Mr. Metsch-Ampel introduced the agenda item as a standard request for a mortgage discharge under CCAP. He explained that because the seller owned the property for less than five years and is selling the property for more than \$30,000 greater than the original purchase price, they do not meet the program's criteria for a loan waiver.

Brooke Mohr made a motion to authorize and for the Chair or Vice-Chair to execute the discharge for the full principal payment of \$9,519.08. Forest Bell seconded the motion; by roll call vote: Penny Dey - Aye; Shantaw Bloise-Murphy - Aye; Forest Bell - Aye; Brooke Mohr - Aye; Brian Sullivan- Aye; so voted.

2. Housing Production Plan (HPP) Update from Barrett Planning Group LLC

Mr. Duong provided the monthly HPP update. He shared that he will be joining staff for an in-person tabling event on Wednesday June 24 to solicit more community engagement and feedback.

Mr. Duong shared the Development Constraints and Housing Goals draft and requested feedback from the Trust members.

3. Review of Wiggles Way (31 Fairgrounds Road) Project Audit

Ms. Ferrantella introduced Kevin Wright, Diane Morrison, and Hilaire Johnson from the audit firm CBIZ.

Mary Mack joined at 12:45 PM.

Vice-Chair Dey noted that the report remains in draft form and that additional information still needs to be incorporated.

Ms. Johnson provided an overview of the project background and scope. The audit reviewed project management, cost overruns, land development, Housing Nantucket's role as developer, and Affordable Housing Trust's role in funding the project. The report also examined the six change orders issued during construction, noting that after Change Order #5, the developer requested supporting documentation. Ms. Johnson emphasized that the presentation represented only a high-level summary of the audit findings.

Mary Mack left at 12:51 PM.

Ms. Morrison summarized the audit's four primary recommendations intended to improve transparency and oversight on future Affordable Housing Trust projects:

- Developer fees should be structured as fixed-fee payments made upon project completion rather than milestone payments to improve financial accountability.
- Projects should utilize a blind bidding process with at least three bids whenever feasible, while recognizing the challenges posed by Nantucket's limited contractor pool.
- Future projects should utilize Guaranteed Maximum Price (GMP) contracts to establish a defined maximum budget, with any cost savings returned to the project, providing greater transparency and cost control.
- Housing Nantucket and the Affordable Housing Trust should retain an independent third-party Owner's Project Manager (OPM) to verify construction progress and project completion, strengthening oversight of public funds.

Vicki Marsh joined at 12:57 PM.

Abby De Molina and Tracy MacDonald joined at 12:59 PM.

Vice-Chair Dey compared Wiggles Way's costs favorably to similar affordable housing projects and requested follow-up regarding approximately \$300,000 in remaining project funds. Trust members, Housing Nantucket, and project representatives acknowledged the audit findings, noted that many recommended best practices have already been implemented on subsequent projects, and reaffirmed their commitment to transparency, accountability, and completing any outstanding audit items.

Members of the public were encouraged to submit additional comments to Housing Department staff for consideration during completion of the audit.

Vice-Chair Dey requested that future audit reports and supporting materials be distributed several days before meetings to provide adequate time for review.

Ms. Morrison stated that the comments received have been helpful and that the revised audit report incorporating the additional information is expected to be ready for the Trust's July 7, 2026, meeting.

X. BOARD COMMENTS

There were no Board Comments.

Penny Dey left at 1:30 PM.

XI. OTHER BUSINESS

1. Next meeting(s):
 - a. Tuesday, July 7, 2026, at 12:30 PM - *Zoom Only*.
 - b. Tuesday, July 21, 2026, at 12:30 PM - *Zoom Only*.

XII. ADJOURNMENT

Ms. Mohr made a MOTION to adjourn to executive session pursuant to MGL C. 30A § 21(A), not to return to open session for the purpose of:

1. Purpose 7: To Comply with, or Act Under the Authority of, Any General or Special Law (Open Meeting Law, G.L. c. 30A, §§ 18-23) to Approve Executive Session Minutes from June 2, 2026.
2. Purpose 6: To Consider the Purchase, Exchange, Lease, or Value of Real Property at 27 Old South Road where an Open Meeting may have a Detrimental Effect on the Negotiating Position of the Affordable Housing Trust Members and the Chair so Declares; Votes May be Taken.
3. Purpose 6: To Consider the Purchase, Exchange, Lease, or Value of Real Property at 158 Madaket Road where an Open Meeting may have a Detrimental Effect on the Negotiating Position of the Affordable Housing Trust Members and the Chair so Declares; Votes May be Taken.

Forest Bell seconded the motion; by roll call vote: Brooke Mohr - Aye; Forest Bell - Aye; Shantaw Bloise-Murphy - Aye, Abby De Molina - Aye; Brian Sullivan - Aye; so voted.

The meeting adjourned at 1:31 pm.