


# AFFORDABLE HOUSING TRUST BOARD

## MINUTES

January 18, 2022  
 Nauset Room, Orleans Town Hall  
 4:30 PM

Asst  
 ORLEANS TOWN CLERK  
  
 '22 FEB 17 8:22 AM

The Affordable Housing Trust Board (AHTB) held a **remote** meeting on Tuesday, January 18, 2022, at 4:30 PM via Zoom. Real-time public access was provided by Orleans Channel 18 on the Town website.

In attendance were: AHTB Chair Alan McClennen, Vice Chair Alexis Matheson, committee members Duane Landreth, Ward Ghory, Kate Wibby, Henry Brehm, Michael Herman, Matt Cole, and Select Board Member Andrea Shaw Reed, Orleans Director of Planning and Community Development George Meservey and Affordable Housing Coordinator, Marsha Allgeier.

Also in attendance: Kevin Galligan, Meff Runyon, Mark Mathison from the Select Board. Town Administrator John Kelly, Affordable Housing Committee Chair Nancy Renn, HAC's David Quinn, and Johanna Gurland.

1. Call to Order: The Chair called the meeting to order at 4.30pm.
2. Public comment.  
 Mr. Herman mentioned the availability of the Seasonal Housing Survey and encouraged members to share this widely before it closes in two weeks.  
 Mr. McClennen said he had written a letter in support of Pennrose for their tax credit application for development at the former Cape Cod Five site.
3. Update on 107 Main Street by HAC:  
 Mr. Quinn brought the committee up-to-date on the progression of the project's timeline and reviewed the key objectives for the next 6 months. HAC goes before the Orleans Select Board tomorrow evening to finalize the land disposition agreement and seek approval for a Local Initiative Program (LIP) application to kick off the 40B Project Eligibility process.

Mr. Quinn said HAC was still unclear when and how earmark funding was coming to the project from the Massachusetts ARPA fund. The current application to the CPC will continue without reduction or withdrawal until exact details are known.

Looking ahead six months, Mr. Quinn noted the construction budget estimate will be updated in February. Local permitting from the Site Review Committee and the Architectural Review Committee is projected to be finalized in March/April and then



filing with the Zoning Board of Appeals can happen, possibly in April. The goal is to qualify for DHCD funding in the Summer (“mini”) or Fall (“large”) approval rounds. In addition, HAC plans to conduct a Passive Housing Feasibility Study to determine whether the buildings can qualify for a “passive house” classification (an energy efficiency classification just above “net zero”).

4. Update on the Governor Prence site at 66-76 Rt 6a.

**Chair of the Select Board Mr. Runyon called a meeting of the Select Board to order at 4:42.**

Mr. Kelly reported that, following inspection of the existing Governor Prence buildings, our insurance carrier has insisted that the Town complete maintenance (including repairing roofs and trimming trees) within 45 days, or else risk cancellation of liability coverage. In response, the Town is looking to rewrite a policy with Cabot Risk to minimize the Town’s maintenance responsibility for buildings intended for demolition while retaining liability insurance. The carrier has yet to reply.

A discussion followed regarding the timing for demolition of the existing buildings and the steps necessary to secure a quote for demolition.

Mr. Mathison questioned the “rush” to demolish the buildings at the Town’s expense when it might be more affordable for a developer to do so.

Mr. Galligan noted the voters had charged the town to acquire the property and to “prepare for development.” Such preparation would include developing a plan and securing a quote for demolition.

Mr. Meservey said that developers look at a cleared-and-ready site as less risky than one that requires demolition work. He mentioned a previous general estimate for demolition at 66-76 Rt 6A was approximately \$450,000.

Mr. McClennen reported that it is the voters who decide if buildings should be demolished. He suggested that plans and specifications for demolition should be sought now.

Extensive discussion explored possible choices regarding maintenance, actions, and insurance options.

**Mr. Galligan moved that, consistent with Article 23 approved by the voters at the Spring 2021 Town Meeting authorizing funds to acquire the Governor Prence property, the Select Board now authorize Town administration to move forward with securing plans and bid documents needed for the demolition of existing**



**motel buildings, using funds also approved with Article 23. Seconded by Ms. Reed. Approved unanimously by roll call: 5-0-0.**

It was clarified the demotion would not extend to the building previously acquired on the lot adjacent to the motel, which could be preserved for other municipal use and was not an attractive nuisance.

**Mr. Ghory moved the Affordable Housing Trust Board support the Select Board's motion as passed. Mr. Herman seconded the motion. Vote was by roll call with all committee members voting AYE unanimously. The motion passed: 9-0-0.**

Ms. Wibby updated the committee on the progress of the Governor Prence Planning Committee. The Judi Barrett Planning Group was selected to assist the Committee as a consultant. Ms. Wibby highlighted some valuable points from a presentation by CDP's Andrea Aldana, including the concepts of considering wants v. needs for current housing projects and thinking regionally. The Planning Committee is committed to proposing its recommendations for 66-76 Rt 6A by the end of August.

5. Update from the Affordable Housing Committee.

Ms. Wibby briefed the committee about recent undertakings of the AHC. She said Mr. DeSisto had presented his concept for privately developing the former underground mall (Nells Way bordering on Rt 6A) which will include 5 affordable housing units and 38 "attainable" one- and two-bedroom units. The plan is to create an environmentally sensitive community with solar power and underground parking. Ms. Wibby also mentioned an Orleans Housing Symposium at 4:30 pm on February 1, 2022, for municipal boards and committees. The Symposium will feature presentations by Ms. Allgeier and Ms. Aldana. AHTB attendance is encouraged.

6. Discussion re: presentation of AHTB's application for funding from the Community Preservation Committee:

Mr. McClennen said he and Mr. Meservey would be presenting the AHTB grant application for general funding to the CPC meeting on Feb. 3, 2022 at 4.30 pm. AHTB committee members are welcome to join him. He noted the grant request includes options either for bonding of \$5 million or an annual grant of \$500,000. An annual grant of that size would use between 30% and 35% of the CPC budget, while the costs for bonding would not begin until funding was required and would cost the CPC much less each year.

7. Consider voting to join efforts by Citizens Housing and Planning Association (CHAPA) to support H.1377 and S.868 which would allow cities and towns to enact a local real estate transfer fee to support affordable housing:

Mr. McClennen discussed current efforts by CHAPA to pass legislation through the State House and Senate to enable towns to propose a real estate transfer tax levy to support affordable housing. When properties sold for over a Town-determined



price, the Town could levy a transfer fee between 0.5% and 3.0% to fund affordable housing, creating another bankable funding stream for the Trust. Town Meeting approval would be required. Mr. McClennen said both individuals and entities could become CHAPA members.

**Ms. Reed moved that the Affordable Housing Trust endorse the CHAPA bill. Mr. Cole seconded the motion. Vote by roll call was unanimously in favor of the motion: 9-0-0.**

8. Review and discussion of Status Report dated January 10, 2022:

Mr. Ghory opened a discussion about the 2021 Status Report outlining progress against six AHTB strategies. He called for an ongoing discussion to identify future ways the Trust could carry out these and other strategies. Ms. Allgeier asked for guidance on establishing a consistent way to count and report affordable housing development. It was generally agreed to track carefully those properties that provide housing at  $\leq 80\%$  AMI because that matches the Trust's charge. However, we should also report additional ways the Trust supports and preserves affordable housing such as rehabilitation loans and rent support.

The goal of developing 100 additional affordable housing units was described as an interim goal which will have to be increased to meet current and future demands and needs. For example, the first phase of the new sewer system is being built to accommodate future growth in Orleans Center. It is expected the sewer could accommodate an additional 500 - 700 units in the downtown area.

Several members viewed ongoing discussion of AHTB strategies as a way the Trust could continue to be strategic in promoting development and responsive to emerging opportunities. Our goal should be that AHTB, AHC, and the Town of Orleans become even better known and trusted as knowledgeable and innovative partners who help deliver successful projects in a supportive and effective manner.

9. Vote to approve HECH request for Applicant O.HELP.17.02 for emergency loan in the amount of \$29,095.26.

(Ms. Wibby left the meeting temporarily).

**Mr. Landreth moved the AHTB fund the HECH request for an emergency (forgivable) loan of \$29,092.26. Ms. Reed seconded the motion. Vote by roll call: Mr. Landreth, M. Ghory, Mr. Cole, Ms. Mathison, Ms. Reed, Mr. Brehm, Mr. Herman, and Mr. McClennen voted AYE. The motion passed 8-0-0.**

10. Status of ADU's in Orleans:

Mr. McClennen explained that approved ADUs are filed by street address and are not easily tracked., However, it has been determined that, since 2016, 12 units have likely been permitted. Mr. McClennen has asked the Assessor to design a more





accessible way to track and analyze local completion of affordable ADU housing.

11. Financial report.

Mr. McClennen shared a financial report (filed in Meeting Packets section on the AHTB website). He noted that the financial report needs to acknowledge the Trust's ownership of a portion of 66-76 Rt. 6A.

(Ms. Wibby rejoined the meeting)

12. Review and approve proposed Annual Report statement for 2021:

**Ms. Reed moved to accept the 2021 Annual Report for the AHTB as written. Mr. Herman seconded the motion. Vote by roll call was unanimous with all members voting AYE. The motion passed. 9-0-0.**

13. Minutes to be approved:

**Mr. Ghory moved to accept the minutes of November 16, 2021 as presented. Mr. Herman seconded the motion. Mr. Cole abstained from the vote with all other members voting AYE. The motion passed: 8-0-1.**

14. Adjourn:

**Mr. Landreth moved to adjourn the meeting at 6.18 pm. Ms. Reed seconded the motion. A vote was taken by raised hand and the motion passed: 9-0-0.**

The next meeting of the AHTB is scheduled for February 15, 2022.

*Respectfully submitted,  
Jennifer Fountain and Ward Ghory*

*Relevant documents that were discussed at this meeting are posted on the AHTB webpage under the tab for Meeting Packets.*

