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**GOVERNOR PRENCE PLANNING COMMITTEE
MINUTES**
Monday, August 22, 2022

A hybrid meeting of the Governor Prence Planning Committee was called to order at 5:32 p.m. in the Skaket Room of Town Hall.

Regular Members, Present: John Sargent, Mark Mathison, Fran McClennen, Tina Shaw (remote), Debra Oakes, Alexis Mathison.

Absent: Hadley Luddy

Town Staff Present: George Meservey, Marsha Allgeier

Guest Speakers Present: Judi Barrett, Barrett Planning Group

John Sargent opened the meeting at 5:32 pm.

1. **PUBLIC COMMENT:** There was no public comment.

2. **IMPLEMENTATION STRATEGY:** Judi Barrett of the consultant Barrett Planning Group said that she was not prepared to present the Implementation timeline, but could walk through the draft Request for Proposals that was sent out to the Committee. There was discussion on several items:
 - Disposition of property through ground lease vs. fee simple sale. After discussion, the Committee decided that it was not critical for the Committee to come to agreement on this point. The Affordable Housing Trust Board would be responsible for the RFP and it would be up to the Trust Board and the Select Board to decide. Ms. Barrett made the point that regardless of the decision, it would be necessary to make that decision before the RFP went out and make clear in the RFP what the disposition method would be. There were some editing corrections given to Ms. Barrett, who indicated that she would make the changes to the RFP.

 - In response to a question as to what was meant by “local sources” in terms of securing funding, Ms. Barrett clarified that it could mean the Town of Orleans as well as other towns, such as what was done by Pennrose, which secured funding from several other towns.

 - There was discussion of affordability levels: up to 100% AMI was changed to 120% AMI. Ms. McClennen indicated that market rate units would only be included if they were needed to make the finances work. In response to a question of the possibility of including homeownership, it was decided that the

development would be described as primarily rental, allowing for some ownership units.

- In response to a question about whether it would be described as tax credit eligible, Ms. Barrett indicated that the response would include tax credit financing. There was discussion about whether a part of it could be tax credit, but leaving the door open for additional types of units.
- There was discussion of “universal access” and Ms. Barrett made the point that the site would need to allow for access and there would need to be a landscape architect familiar with the ASLA standards for universal access.
- There was discussion of building design generally adhering to zoning requirements but entertaining the possible of 40B waivers where appropriate, such as a pitched roof which exceeded the thirty-foot height limit.
- There was discussion of the advantages of a comprehensive permit facilitating the process vs. the possibility of a “hostile” 40B used for things the Town does not want; it was pointed out that issues could be raised but it was up to the Orleans BZA to make the decision, weighing all sides.

3. PLANNING COMMITTEE REPORT TO SELECT BOARD AND AFFORDABLE HOUSING

TRUST BOARD: Ms. Allgeier outlined the format of the report and said that no changes were made to the recommendations previously agreed to by the Committee, except for some changes from the word “would” to “should” to reflect the Committee’s recommendations. The Committee indicated agreement with the report. Final approval would be made once the Committee finished its discussion of the implementation strategy.

4. SUMMARY TIMETABLE FOR COMPLETION OF STUDY: The Committee discussed the timetable culminating in the joint Select Board-Affordable Housing Trust Board meeting on October 19, 2022. There was discussion of the need for people to know what the steps would be after that meeting and what the process will be to implement the project.

Staff pointed out the period that both Mr. Meservey and Ms. Allgeier would be gone. The consultant’s final report would be sent to Mr. Sargent and Ms. Oakes, in addition to staff. Ms. Oakes would have the agenda to post and would send the agenda, minutes, as well as the final report to the Committee prior to the September 12, 2022, meeting. Ms. Allgeier would be at that meeting, but not Mr. Meservey.

5. MINUTES OF MEETING OF AUGUST 8, 2022: Ms. Mathison moved, seconded by Mr. Mathison, that the minutes of the August 8 meeting be approved. The motion was approved unanimously.

6. **ADJOURNMENT:** The meeting was adjourned at 6:49 pm

Respectfully submitted, Marsha Allgeier, Affordable Housing Coordinator