



MANCHESTER-BY-THE-SEA

AFFORDABLE HOUSING TRUST • TOWN HALL
Manchester-by-the-Sea, Massachusetts 01944-1399
Telephone (978) 526-6405 FAX (978) 526-2001

Minutes of the Affordable Housing Trust

January 21, 2025

6:30 p.m.

Room 5 and on Zoom

TRUSTEES PRESENT: Sarah Mellish, Chris Olney, Joan McDonald and Gretchen Wood

TRUSTEES NOT PRESENT: John Feuerbach, Muffin Driscoll, Peggy Hegarty-Steck

RESIDENTS: Jody and Gar Morse, 11 Jersey Lane (Affordable Housing Advocates)

STAFF PRESENT: Gail Hunter, Administrative Assistant

- **Call to Order** – Mr. Olney called the meeting to order at 6:40.
- **Status of Powder House Lane**

Mr. Olney stated that the only step remaining is for Mr. Renick to write a cover letter and forward materials to the State. Following a brief discussion Mr. Olney agreed to follow up with Mr. Resnick to confirm that the letter and materials had been forwarded.

Surveys of Newport Park and The Plains – Mr. Olney indicated that the Newport Park survey was completed and needed to be reviewed by Mr. Gang, Chair of the Conservation Commission, to determine if the available space is adequate for construction. The survey of the Plains will be completed in the upcoming weeks.

Residents at The Plains expressed concern about surveyors on site. In the future notice will be sent to the residents prior to surveying activity at The Plains.

- **Conversion of Unrestricted Homes to Affordable Housing**

Ms. Morse had considered converting a property and was informed by the State Representative that the defined steps for converting a property included:

- Applying for a grant
- Requiring all current tenants to move out
- Pay several thousand dollars for a 3rd Party Marketing Plan

Mr. Olney indicated that the process defined by the State is set up for new construction and not for conversion of existing property.

Ms. Wood stated that the State has several specific steps that need to be followed when a vacancy comes up at either Newport Park or The Plains. All existing applicants for Affordable

Housing on the State list need to be notified of the vacancy regardless of where they reside in the State. Additionally, she noted that preference is given to Veterans, Homeless, Handicap and Non-English-speaking Applicants.

Ms. Driscoll and Ms. Hegarty-Steck are working to schedule meetings with Senator Tarr and Representative Ferrante. Ms. Mellish suggested that three possible dates be considered to allow for several Trustees to participate in the meeting.

- **House Tour Fundraiser to Support the Affordable Housing Trust**

Mr. Olney indicated that the idea was his wife's. Ms. McDonald stated that she had found a brochure from 2004 for a House and Garden Tour and recalls the event was well attended.

The initial plan is to sell tickets for the House Tour with revenue generated going the Trust. Mr. Olney mentioned that Rosemary Costello, Chair of the Historic District Commission was enthusiastic about the possibility. Trustees present agreed unanimously to support the effort.

- **Treasurer's Report**

Ms. McDonald reported that a CPC application had been submitted in the amount of \$200,000.00. The application will go to the Finance Committee and Town Meeting for approval.

The Trust has \$1,498,872.00 on deposit in CD's with Cape Ann Savings.

- **Approve Meeting Minutes – October 14, 2024**

Ms. Olney moved to approve the meeting minutes of October 14, 2024; Ms. Mellish seconded the motion. The motion passed.

- **Public Comment –**

Gar Morse, 11 Jersey Lane – Mr. Morse stated that he would like to see the Trust publicize its mission and demonstrate progress toward that goal. He suggested in addition to meeting with Representative Ferrante and Senator Tarr that the Trustees should meeting with MA Sec. of Housing and Livable Communities, Edward Augustus and point out the Manchester-by-the-Sea passed MBTA Zoning by a vote of 3 to 1. Ms. McDonald stated that there has been an effort to keep residents informed. Ms. Mellish suggested that efforts have not been made with enough frequency.

Ms. Morse added that deed restrictions on a house that is for sale would help the Town.

- **Next Meeting** – The next meeting was scheduled for February 18, 2025 at 6:30 p.m. and cancelled due to weather.
- **Other Business not anticipated by the Chair, discussion only.**

Ms. Mellish moved to adjourn the Public Meeting, and move into Executive Session, not return to the Public Meeting; Mr. Olney seconded the motion. The motion passed unanimously.