

## **Community Preservation Committee-minutes of meeting on August 16, 2017**

Present: Bea Phear, Glenn Hearn, Dale Julier, Scott Stearns, Chuck Hodgkinson, Tara Whiting, Pam Thors-AA

Also present: Philippe Jordi, Island Housing Trust

Absent: Nancy Dole, Cheryl Lowe and Lesley Eaton

A quorum being present, Bea opened the meeting at 5:30pm

Bea asked Philippe to give the committee an update on the Scott's Grove Project.

Pam made reference to the letter from IHT to the Affordable Housing Committee which details the progress on Scott's Grove, (see attachment #1). Philippe stated that Williams Building Company would be doing the construction. He said that they have gone through the specs to make sure that all matched the RFP. He stated that Farley Built was the only island bidder. He said that all the bids were for stick built construction. He said that they will be entering into a contract in a few weeks and hope to break ground in October. He also stated that they are waiting to hear about a state grant, and that he is preparing to apply for a second grant to Federal Home Loans. He said that they will be working with a bank on a 1.2 million dollar loan which is twice what they need to satisfy the Town's requirement to have all funding in place prior to signing the ground lease. Chuck asked about combining projects so that state funding is more favorable due to a larger number of units. Philippe stated that it could happen if the timing was right but in this case, Kuehn's Way is not as far along with permits etc. so they could not be combined in a grant request to the state. Bea asked about the ground lease. Pam asked if the ground lease is the only document that will be recorded. She said that the ground lease has no reference to CPA funding and therefore, the committee decided to ask that the proposed Housing Appropriation Agreement be recorded. Glenn asked about Michael Goldsmith's opinion that the Agreement should be more detailed, and possibly include a mortgage agreement. Bea suggested that with the ground lease being so completely reviewed by the Town and Town Counsel, that there may not be the need for a mortgage. Bea suggested that Pam email Michael and ask him why he felt that a mortgage may be necessary. The committee agreed on the following additions to the Housing Appropriation Agreement:

Paragraph number one-list the details of the project---ie: "9 units of Affordable Rental Housing".

Paragraph four-list warrant articles individually with dollar amounts etc.

Philippe asked Pam to send him an itemized list of the amounts paid out of the 50,000 appropriation for pre-development costs. Tara asked if the predevelopment is still going on.

Chuck asked if the ground lease is going to be recorded with the deed. He suggested that the CPC agreement should also be recorded with the deed. Pam said she would check on that.

Pam asked Philippe about the Helms Home Loan Fund, which was started by the Helm Foundation to support first time homebuyers with closing cost assistance and down payment assistance up to 25,000. She stated that the administration of this fund which has a balance of \$52,700 was transferred to Island Housing Trust because of the bankruptcy of the Island Affordable Housing Fund. Pam said she would bring in the file to the Sept. meeting so that the committee could make an informed decision on the remaining balance.

Chuck suggested that the West Tisbury CPC procedure for returning funds may not be correct. He stated his opinion that if funds are appropriated for a certain purpose at Town Meeting, and at the end of the project, unused funds are returned to the CPC, that they should go back into the category of the project. At present, Pam verified that the Town Accountant always returned unused funds to the category they came from. She cited an appropriation for historical purposes, approved at Town Meeting funded partially by the Historic Resources Reserve and partially by the Undesignated reserve should be returned in the correct amounts to both funding sources. Chuck suggested that if the taxpayers vote for funding to go to a specific purpose, ie: Preservation of Historic Resources, that all the funds, even those originating from the Undesignated Reserve Fund should be

returned to the Historic Resources Reserve. Pam stated that she would seek counsel from the Town Accountant and Stuart Saginor of the Boston CPC Coalition. Chuck stated that he would look at the statute to confirm.

The Committee discussed the aforementioned changes to the Scott's Grove Housing Appropriation Agreement. All agreed that the changes were appropriate and necessary. Pam said she would have the revised version ready for the September meeting.

The minutes of the meeting of June 28, 2017 were reviewed and approved with three abstentions; Chuck, Scott and Tara.

The following invoices were approved;

Dukes County Regional Housing Authority Rental Assistance-August-\$4,173.00 and September-\$4,173.00

The application process was discussed. Pam stated that there were no changes in the applications since last year. The committee discussed regional applications citing some projects that perhaps should have been regional. Many suggestions were made regarding a cover letter that could assist with the regional project issue. Chuck asked what WT does if regional projects aren't approved by all the towns. Dale answered that the projects were considered on a case by case basis and depending on the specifics would approve funding regardless of whether other towns voted to support the project or not. Chuck asked about a limit on non-town projects citing that some towns limit that amount to 10%. Scott mentioned that the committee had decided to stockpile funds for the Scott's Grove project when it was being started but that any limitation of funds for regional projects had never been set. The benefit of looking at the Island as one entity especially with affordable housing in mind was also discussed. Bea asked Pam to send a draft cover letter which might be added to the application packet to them prior to the September meeting.

The budget for the next round of projects was reviewed. Pam stated that the books have not yet been closed for FY17. She said that Bruce had suggested that the final figure might be an additional \$100,000 or more, which would bring the total to approximately \$900,000.

Pam stated that Charlie Lopresti director at the Old Mill was due to come in by 6pm but must have gotten detained. She told the committee that the MV Garden Club was hoping to use the remaining balance appropriated for repairs to the Old Mill building for replacing the side door. Pam said that she told Charlie that the committee might not agree to the use because it was not mentioned in the warrant article but that he should come to the meeting and discuss it with the committee. Pam said that she would contact him about coming in for the Sept. meeting.

The Committee voted unanimously to return the money for the MV Museum to the appropriate CPA fund. Other unspent funding was discussed, (see attachment #2).

All read the letter supplied to Kathy to support the bonding of the note for the Scott's Grove project.

In the discussion of Future Projects...namely the CPA Plan, Chuck mentioned the rental conversion plan. He suggested that resurrecting the charter of the Island Affordable Housing fund, would enable the town to raise a significant amount of money for Rental Housing subsidies. He suggested that if CPA funding was to dissolve, there are many ways to keep funds for affordable housing coming in. Dale cited the reduction in rental housing available in West Tisbury. The room tax was also briefly discussed.

The meeting adjourned at 6:30pm.

Respectfully Submitted,  
Pam Thors, Admin. Assistant

Attachment # 1

**Pam Thors**

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**From:** Rhonda Conley <affordhouse@westtisbury-ma.gov>  
**Sent:** Tuesday, August 08, 2017 7:10 AM  
**To:** Pam Thors; 'Jennifer Rand'  
**Subject:** FW: Scotts Grove Update

**From:** Philippe Jordi [<mailto:pjordi@ihtmv.org>]  
**Sent:** Tuesday, July 25, 2017 3:56 PM  
**To:** Rhonda Conley; Larry Schubert  
**Cc:** Mike Colaneri; Derrill Bazy  
**Subject:** Scotts Grove Update

Larry,

I understand the WT AHC is meeting tonight, and Mike asked that I share with you an update on Scotts Grove.

Bids from four general contractors were received by the IHT for the construction of the nine rental apartments at Scotts Grove. A copy of the request for proposal can be found on the IHT's website at: <http://www.ihtmv.org/rfps/>

The IHT has selected Williams Building Company based on their qualifications and cost estimate. The IHT plans on entering into a fixed-price contract with Williams with the intent of breaking ground and starting construction by October 2017.

The IHT is waiting to hear from the state Department of Housing and Community Development (DHCD) regarding its grant funding application. Should the IHT be unsuccessful in securing the DHCD grant, a \$1.2 million commitment in construction financing has been secured from Rockland Trust. With DHCD's grant or Rockland's financing, the IHT will request the Town execute the ground lease in order to keep to the October start date. If necessary the IHT will apply in September to the FHLB Boston for grant funding that will be announced in December.

The IHT has requested and the Town of West Tisbury has agreed to enter into a MOU required by the state DEP for a portion of town owned land within the Zone 1 area of the Scotts Grove public well.

Please don't hesitate to contact me if you have any questions. I look forward to meeting with your committee on August 8th to give you a further update on Scott's Grove project and discuss the Huseby Meadow's project that the IHT has agreed to partner with Williams Cumming to realize.

Regards,

Philippe

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Philippe Jordi, Executive Director  
Island Housing Trust  
P.O. Box 779  
West Tisbury, MA 02575  
508.693.1117x1

Project List

ATM	Project	balance	Expires	Status
2013	Second Mortgage Loans	52,700.00	2018	To be discussed at September meeting
2014	Old Mill Repairs	3,230.00	2019	Application pending
	Dukes County windows etc	6,412.94		see explanation sheet, waiting on state reimbursements
	Scotts Grove predevelopment	26,243.79		Philippe will address after receiving breakdown of funds
	MV Ag Society Document	94.46		Application pending
2015	MV Museum roof	50,000.00	2020	To be returned to CPC reserves
	MVRHS Track	45,000.00		No funds spent
2016	Kuehn's Way Housing	100,000.00		In litigation
	Accessory Apartment Program	7,500.00		Derrill Bazy contacted
	Mayhew Chapel	10,000.00		Bettina Washington contacted
2017	Island Housing Trust-Scott's Grove	957,500.00	2022	No funds spent-Start date is October 1, 2017
	WT School Recreational Reno.	10,000.00		Donna Lowell Bettencourt has been contacted
	Vineyard Baseball Field Restoration	40,457.52		Lorne has been contacted
	Dukes County Rental Subsidies	80,000.00		To be spent throughout the next Fiscal Year
	WT Affordable Housing -fire tank	50,000.00		To be spent in next Fiscal Year when balance has been borrowed and funds are needed to proceed

