

West Tisbury Affordable Housing Committee
October 25, 2022
Minutes

Present: Jefrey Dubard, James Klingensmith, Ted Jochsberger, Larry Schubert, Rise Terney and Amy Upton

Absent with Regrets: Mike Colaneri

Also Present: Cynthia Mitchell, Jen Rand, Jess Miller, Doug Ruskin, Keith McGuire, Christy Phillips, Sara Rosenthal and other members of the public

As Chair Mike Colaneri was not present, Ted Jochsberger presided over the meeting.

**Schubert made a motion seconded by Terney to accept the minutes of Sept. 27, 2022.
VOTE 5 YES 1 No Upton voted no as she felt that the minutes were all over the place.**

ANNOUNCEMENTS and CORRESPONDENCE

Jochsberger reported that Colaneri would be stepping away from the committee for a short time. Jochsberger made a request for an interim chair person. Dubard nominated Klingensmith, stating him as being a person who always tries to maintain order, for interim chair. Jochsberger nominated Terney who declined. She stated that she has a great appreciation for Colaneri and what he has done for affordable housing. Schubert would like to have Colaneri back on duty but as not , agreed that a chair was in order. Mitchell asked if Colaneri was stepping down from chair and the committee. Schubert said Colaneri is stepping away for some time and is expected to return then the chair position shall be discussed. Miller asked about the long term and Schubert confirmed this is not a long-term decision.

Dubard made a motion seconded by Schubert to elect Klingensmith for interim chair.

VOTE 4 YES 0 NO 2 ABSTAIN

Klingensmith accepting the chairmanship saying that Colaneri has been the locomotive of the committee and setting guidelines.

Jochsberger brought the meeting back to point of order 1) invoices to sign 2)CPC funding request due Nov. 11th and 3) he resigned forth with. He appreciated the opportunity to serve but he cannot continue to do so. at this point Jochsberger left the meeting.

Klingensmith took over as interim chair and continued the meeting. It was noted that the committee quorum is retained as long as there are 4 members present.

Upton said that she knew 2 people interested in joining the AHC. Klingensmith asked whether a letter of interest should go to Jen Rand (town admin). Mitchell requested that the party interested should speak to Rand.

ONGOING BUSINESS

401 State Road: McGuire was recognized as the Project Manager of 401 State Rd. He spoke of the work and spirit of Colaneri and Jochsberger. They were activist for affordable housing and made West Tisbury the most successful town on the island due to their avocation of housing. McGuire stated he looks forward to working on this project. He did apologize that some of the design goals were not addressed in the first plan. He asked for clarification and that the work be done together.

Dubard (member of IHT) stated that he feels comfortable and informed of AHC issues to chart production. McGuire said there is no design member yet and cannot move forward until there is one. Ruskin (IHT Board chair)said he is not involved in day to day work and what he heard in multi meetings is AHC has not been provided with what asked for in response. Then he went on to say that the response did not have anything in the Request that was not addressed. He asked what not addressed that asked

for in RFP. Rosenthal (abutter) had some input which they addressed in a letter (see attached). She stated that response submitted pushed against her property border with 401 State Rd. Placing parking facing her property and 25 feet into the setbacks. Dubard and Klingensmith thanked the abutters for their input.

Dubard said the design process is a work in progress balancing the interest and sensitivity for a lot of people and that all need to trust the process.

Upton at this point said she is looking forward to the Kuehl's Way ribbon cutting. Klingensmith interrupted her to continue 401 State Rd. project discussion.

Schubert stated that Rhonda Conley (AHC Admin. Asst) has provided a list of points of AHC's further request not addressed and this should be shared with IHT. He said IHT must find someone to help work on design whether new team or South Mountain. The process then can start reaching out to neighbors and listening to the public response such as Rosenthal.

McGuire said IHT will have a discussion with South Mountain as to return to project. IHT will go back to South Mountain and ask if will return or can do with qualification and not RFP chosen design team. Part of process is evaluating development design and understanding the why through questions and agreeing to the next step to the next. Klingensmith asked if IHT can come up with a clear process?

McGuire said yes and can present in 2 weeks' time. He heard what AHC is asking and that the abutter will also be part of the process. Miller stated she is not sure that an abutter should be in design process. Abutter will be part of the public hearings not as an AHC participate. Schubert explained that when these projects go on in the process, as Old Courthouse Rd. and others, they become most directed by the process. That's the way it works anyone can comment and not allowing some in and some out.

Mitchell stated that Rosenthal is not asking for special access just asking for zoom part to continue in the meetings. These meetings may switch from zoom to a hybrid zoom stated Mitchell.

Upton requested that we have a process to follow. She does not believe a subcommittee is appropriate nor AHC making designing and building decisions.

Miller just wants to make sure all people are heard.

Volchok stated a point pertaining to the setbacks. She stated that the set backs are only for a physical structure and therefore are not a reason for any other use of such. Klingensmith informed all that the 50-foot setback is one of the committee's points of RFP.

15 Rock Pond Rd.

Phillips stated that the home is empty, clean, inspected and Attorney Coogan has papers and written a letter (see attached). She said they are at present waiting on a monitoring agent assignment from the Island Co-Housing group. Dubard said that Coogan is handling the sale for Phillips but Coogan claims not to be involved in such.

299 Old County Rd.

Schubert spoke of the Plante-Pachico request to have a tri loan which would give AHC a chance to have the owner sign a newer covenant. The loan according to Vignaeult (Director of DCRHA) will not put the owner over the lending limit. The maximum resale price for a household of 4 making 140% of median income stated DCRHA is \$455,000.00. Schubert asked that the committee vote this and move forward.

Schubert made a motion seconded by Dubard to sign the new covenant and recommend it be signed by the Select Board. VOTE 5 YES 0 NO

Mitchel stated that the Select Board have on agenda for Oct. 26th. Upon that Conley will take through the rest of the steps with owner, DCRHA and attorney.

NEW BUSINESS

Short Term Rental Tax: Dubard led a discussion into allocating short term rental taxes into affordable housing. His reasoning is that the area's greatest problem is housing. He wanted the okay of the committee to move forward in pertain those monies through a warrant asking for 75% of such tax. He stated that he has explored this with Chilmark who is interested. He is hoping to get a consensus of all island towns. The one catch he found is that this warrant article would not be in perpetuity but would need updated and voted every year.

Schubert requested that Dubard have a document to look at and discuss at the next meeting to draft a warrant article. Schubert, after committee discussion, AHC approach the Select Board for discussion. Schubert stated at present the funds all go into the town general fund to help offset taxes. How much the tax brings in will need to be discovered. Select Board will want clear numbers on use in general funds and what passes at town meeting will need the figures replied Schubert.

It was asked that this be put on agenda for next meeting.

Upton asked about the concept of short term. Dubard explained that it is about zoning and restrictions of housing and funding of housing through other means besides CPC funds.

Ruskin said this is not for Housing Bank which is still in legislation but for towns who should be in charge. Points need answers: need to know current funds, present usage, support for all money on affordable housing or a percentage. Schubert suggested to maybe invite Select Board for numbers. Producing funds for building purchases and renovations. Dubard stated he will work on a draft article and thanked everyone for their opinions.

Adjourned at 7:15

APPROVED Nov. 15, 2022

ATTACHMENTS

OUTLINE SPECIFICATIONS

**WEST TISBURY COMMUNITY HOUSING PROJECT
401 State Road**

DIVISION 1: GENERAL REQUIREMENTS

1.1 GENERAL CONDITIONS

These specifications are in addition to the concept plan and septic design and provide additional information concerning the buildings and related site for the seven (7) or eight (8) apartments at 401 State Rd. in West Tisbury, MA Assessor Parcel Map 11-18. One or two units of 1 bedroom (refer to as Unit A) is intended to be universally handicapped livable. Clearances, fixtures, hardware and other aspects should be checked by General Contractor and implemented for accessibility.

The Town of West Tisbury Affordable Housing Committee shall be the designated Town representative for this project. They shall refer to herein as Lessor.

The RFP Bid winner _____ shall be referred herein as Lessee.

The General Contractor is _____ (referred to herein as Contractor). All work shall conform to Massachusetts State Building Code the Town of West Tisbury Zoning Bylaws and the Order of Conditions set forth by the West Tisbury Zoning Board of Appeals and/or West Tisbury Planning Board as well as Martha's Vineyard Commission if so required. The Outline Specifications, along with the plans referred to above, become part of the Construction Contract.

Lessee/Contractor is to provide all necessary on-site supervision of all trades to execute the described scope of work.

Lessee/Contractor is responsible for temporary and permanent utilities cost during construction.

Lessee/Contractor is responsible for shoring required by excavation.

Lessee/Contractor is responsible for providing materials and labor to ensure a completed project based on drawings and specifications.

Lessee/Contractor is to include all general construction costs such as rubbish disposal, telephone, fax and delivery costs.

Lessee/Contractor is responsible for maintaining on-site utilities.

Temporary protection; protection in-place construction and stored material from the weather, including wind, hail, rain and snow.

Where there is contradiction between the drawings and the specifications the stricter tighter quality method or material shall apply.

1.2 Special Conditions

The Lessee/Contractor shall carry General Liability (\$1,000,000.00) and complete Worker's Compensation Insurance for all people employed on the jobsite.

All subcontractors employed on this project must carry a minimum of \$500,000.00 General Liability Insurance and, if they have employees, complete Worker's Compensation coverage.

The Lessee/Contractor shall carry all property related insurance for work-in-progress and construction materials on site, and the Lessee shall be a named insured on the Builder's Risk Policy.

Lessee/Contractor will attempt to use energy and resource efficient systems and materials, and will attempt to specify low-toxicity materials throughout.

The Lessee/Contractor will guarantee all work for a minimum of one year from the date of substantial completion and acceptance by the Lessor. The following components will have longer warranty periods: Windows and glazing will be fully guaranteed for two (2) years. All window parts will be guaranteed for ten (10) years and glass will be guaranteed against seal failure for twenty (20) years. The Lessee/Contractor will attempt, as much as possible, to employ environmentally responsible construction methods and to minimize resource depletion and waste brought to local landfills. Careful purchasing of materials, recycling of construction debris where possible, and use of materials which use recycled or reconstituted material will be encouraged throughout the project.

1.3 Permits and Fees

The Lessee/Contractor will be responsible for acquiring all necessary permits, complying with the terms of such permits, and successfully completing all necessary inspections.

1.4 Clean Up, Disposal

The Lessee/Contractor will have the premises professionally cleaned at completion to prepare the building/s units for occupancy, including complete house cleaning and window washing.

The site shall be fully cleaned of all construction debris.

1.5 Project Closeout and Post Occupancy

All subcontractors will be responsible for taking care of their own waste and debris. Dumpsters should be provided, but subcontractors will be responsible for separating trash and waste as directed by the jobsite foreman, respecting all site constraints, and leaving both the site and building clean and free of debris.

Closeout submittals will include the following

Operation and maintenance data and manuals including the following:

Ventilation system

Heating system

Potable water system
Electric power, telephone and cable service
Lighting and Light bulbs
Appliances
Paint and finishes
Tiles and other flooring
Solar panels or other "green" energy systems if applicable
Warranties
Massachusetts New Homes with Energy Star certification
Keys and keying schedule (when appropriate)
Spare parts, maintenance materials, and extra materials as necessary
Evidence of compliance with requirements of governmental agencies having jurisdiction, including:
 Occupancy Permit
 Recorded documents
Construction photographs of all roughed walls and ceilings prior to drywall, keyed to plans, in the form of "roughing books"

Lessee/Contractor or appropriate subcontractor of installation will instruct the Management Team in the proper operation and maintenance of systems, equipment and similar items which are provided as part of the Work.

Systems Start Up: The Lessee/Contractor shall orchestrate complete start-up of systems and instruct Management personnel in proper operation and routine maintenance of all systems and equipment, or have appropriate subcontractors do so.

Punch List: The Contractor shall provide one punch list at substantial completion of any incomplete construction items prior to final cleaning and occupancy.

1.6 Submittals

Contractor is responsible for submitting manufacturer's data on the following:

 Manufactured windows and doors
 Insulation
 Light Fixtures
 Plumbing fixtures
 HVAC and HRV systems
 Solar systems or other "green" systems if applicable

1.7 Substitutions

Once Contractor's final outline specifications have been approved by the Lessee no substitutions shall be made for specified products without approval from the Lessee.

When a substitution is proposed, the Contractor is to provide sufficient information to enable the Lessee to make comparison between the specified product and the proposed product.

Lessee is entitled to make substitutions. Additions or credits in project costs and time shall be determined by the following process:

 Contractor indicates proposed substitutions

 Contractor will provide a written proposal of changes which includes:

1. Lessee's costs, without a markup, of material before change and after change.
2. Cost of labor before change and after change.
3. Incidental credits or expenses related to change.
4. Tabulation of overhead and profit percentage.

Overhead and profit percentages will remain the same for changes. A credit will receive the same percentage as an addition receives.

1.8 Warranty on Billable Work

Contractor will guarantee all work for a minimum of one year from the date of substantial completion and acceptance by the Lessee. Warranty Repair approximately 30 days prior to expiration of the comprehensive warranty, Contractor will schedule an appointment with the Lessee and return to the project if there are any items to be corrected by the Contractor under the terms of the comprehensive one-year warranty. Contractor shall make repairs listed within 30 days of the Lessee's (issuance of the Warranty Repair List), unless otherwise agreed by the lease. During the one-year period between substantial completion and warranty expiration, Contractor will make warranty repairs and adjustments on an as needed basis.

Windows, doors and related hardware will be guaranteed as per manufacturers' warranties.

1.9 Energy Efficiency

Contractor will be responsible for the following

Meet Massachusetts Building Code and Town of West Tisbury Building Stretch Code

DIVISION 2: SITWORK

2.1 Surveying and Layout

Survey will be provided by Vineyard Land Surveying and Engineering.

Well design and install shall be Lessor's responsibility. Septic design shall be included with RFP request for Lessee.

Lessee/Contractor to call Dig-safe to verify the precise location of all utilities on site prior to initiating excavating activities. Lessee/Contractor shall protect utilities throughout construction.

2.2 Site Protection

Protection of existing landscape features a 50 foot no disturbance zone from property borders (with the exception of drive ways into property, well and septic) will be maintained by the Lessee/Contractor and generally protecting specific plants and other natural features as required for the preservation during construction, and clearly delineated on-site, as indicated by the Lessor.

Lessee/Contractor shall prevent the loss of soil during construction by storm water runoff and/or wind erosion, including protection of topsoil stockpiled for reuse.

Lessee/Contractor shall prevent sedimentation of wetlands, streams and lakes.

Lessee/Contractor shall prevent pollution of the air with dust and particulate matter.

Protect existing landscape and natural features as required for their preservation during construction.

All natural areas should be treated as finished landscapes unless otherwise indicated to minimize disturbed area and all existing vegetation not to be removed to be protected against unnecessary cutting, breaking or skinning of roots or bark.

Silt fencing will be installed as necessary to prevent erosion.

Protect trees from vehicle traffic and parking of vehicles by keeping vehicles outside of drip line of trees.

2.3 Site Clearing and Preparation

Efforts shall be coordinated between Landscaper and excavation contractor.

Clearing shall be done with minimal site impact. Keeping in mind the no disturb zone. This includes removal of trees, shrubs, groundcovers according to site plan and field markings.

2.4 Excavation and Backfill

This shall include excavation as required for new construction, sub-grade fill, footings, foundations, wells, septic and underground utilities trenches from street to buildings.

Contractor to promptly notify of any unexpected sub-surface conditions.

Excavation to be done according to site plan and elevation benchmarks, which shall be to 2 inches below top-of-footings.

Foundations (no basements only slab or crawl space) will be backfilled with clean well-draining sand.

Footings shall be clean fill from below footings.

Excess fill not suitable for road and parking areas is to be removed from site to minimize onsite storage.

2.5 Trenching

Trenching to include the supply and burial of the following utilities in this order:

- Water service at 4 ft. minimum below finish grade from foundation to new well(s) with appropriate tie-in
- Septic service pipes pitched to drain per approved plan
- Electric power from existing transformer at 3 ft. minimum below finish grade.

Lessee/Contractor to coordinate subcontractor installation of site utilities, and locations for trenches. Site utilities will be installed according to a coordinated overall plan.

2.6 Road and Parking

Road and Parking should follow the Design plan submitted by developer. **Driveway and parking should be situated where it will have the least impact on neighbors.** Lessee will be responsible for design to be included with RFP response. These plans should follow current Town rules and laws. Final approval from the West Tisbury Planning Board Road Inspector and the West Tisbury Fire Chief of the plan's road and apron details will be required. All roadways and drivable paths to have a minimum 6-inch base of compacted suitable fill.

All roadways and drivable paths to have a minimum 2-inch sand hardener surface.

Parking spaces shall be provided according to Town standards.

2.7 Site Grading

Lessee/Contractor to provide elevations and transitions. Sub-grading to be completed according to site plan, using soils recovered from on-site excavation and set 6 inches below final/finished grade.

Grade to be raised as appropriate to allow for drainage away from building/s.

Finish grade shall be completed after building/s exterior is completed. Care must be taken so that compaction of finished grading layer does not occur by vehicle or personnel. Utilize stockpiled topsoil, ensuring that only clean, loose topsoil with maximum grain size of 1 inch utilized. Amend the stockpile with organic composted material (brown or black color with no unpleasant odor). Import equivalent topsoil as needed. Grade topsoil for final finish grade.

Include final grading and utility trenches, septic tanks, and septic field.

2.8 Land Clearing

Land clearing to be designed and coordinated by Lessee/Contractor keeping in mind the 50-foot setbacks.

Hardwood to be cut to firewood, pine to be removed from site and all limbs and branches to be chipped. This may be used on property by landscaper.

2.9 Screening (provide Allowance)

Design plan shall include screening of neighboring properties. As screening may be required it should be included in the design.

2.10 Site Drainage

All drainage directed away from building.

2.11 Walks and Paths

All walkways shall be handicap accessible (meet ADA standards).

Path and ramps to the building shall have pitch of 1:20 maximum for easy wheel chair accessibility.

2.12 Loam

On site loam shall be tilled, stripped and stockpiled for use on site if of sufficient quantity.

On-site loam (if utilized) will be augmented with off-site material, minerals, peat moss, or organic nutrients as necessary.

Sufficient loam will be provided for all disturbed areas to be re-planted.

All areas to be reseeded with lawn or meadow mix to be prepared with 6 inches of loam.

2.13 Lawns

Approved RFP Landscape plans shall be followed blending edges with native plant material.

Lawn shall be loam, fertilizer, lime, and seed (grasses, wild flowers, etc.).

All lawn shall be drought-tolerant.

2.14 Planting Beds

Beds to be prepared as to material, depth, and size according to landscape plans, using loam, fertilizer, mulch and peat moss. Gardening spaces for tenants should be part of design.

2.15 Plantings

Plantings installed per landscaping plan included with RFP response.

Organic planting practices shall be used.

Materials and fertilizers (organic) should include perennials, shrubs and small trees with all plants considered native and at least 90% drought tolerant. Plantings shall be in keeping with existing landscape.

2.16 Miscellaneous Site Work

Lessee/Contractor and Landscape Contractor shall coordinate, thus insuring an integrated approach to construction of the site, as well as understanding of the details, to include:

Pruning, cuttings, clean up, edges, etc.

Meetings, notes, weekly reporting, etc.

2.17 Storage/Shed(s)

Storage areas should be provided for each apartment. It may be located as part of the structure(s) or separate. These shall follow RFP plans submitted.

They shall fit within the development plans.

DIVISION 3: CONCRETE

3.1 Foundation

Complete poured concrete slab or crawl space shall be installed.

Bituminous damp proofing shall be applied to all foundation walls below finish grade.

3.2 Floor Slab and Prep

Concrete contractor will install rigid insulation, vapor barrier and steel mesh, and will be responsible for all slab setup and prep including necessary sand grading and backfill below slab.

Sidewall insulation to be installed by contractor prior to prepping and pouring floor slab.

DIVISION 4; CARPENTRY

4.1 Type of Construction

Building may be modular, stick built or kit.

4.2 Conventional Framing (if applicable)

Framing shall include all floor, wall and roof framing, strapping ceilings, and all necessary blocking. All shared unit walls, ceilings and floors shall have sound proofing.

All framing lumber in contact with ground or concrete to be pressure treated ACQ southern yellow pine.
Waste factor for all framing material will not exceed 10%.

4.3 Exterior Trim and Woodwork

All exterior casings, corner boards, rakes, soffits, light blocks, and details shall be included.

4.4 Porch Frames and Finish

Includes porches and ramps as shown on plans.

4.5 Interior Trim and Finish Work

This shall include all casings, base molding, trim details and closet finish.

All interior woodwork shall be painted or approved equivalent.

4.6 Cabinetry and Countertops

The design plan shall include the cabinetry, etc.

This includes all pre-fabricated kitchen cabinets, built-ins and bathroom vanities.

4.7 Interior and Exterior Stairs and Railings (if applicable)

This includes Main stairs:

Stairways to be housed stringer constructions.

Handrails hung on wall mounted handrail brackets.

DIVISION 5 THERMAL AND MOISTURE CONTROL

5.1 Roofing

Asphalt shingles (30 year) shall be used.

All flashing installed in strict accordance with manufacturer approved detailing, specifications and recommended procedures.

5.2 Siding

Wood shingles shall be used or appropriate equivalent.

5.3 Gutters

Gutters and downspouts shall be installed.

ADS to daylight or to drywells as required.

5.4 Insulation

Insulation shall be sufficient to meet Town of West Tisbury Building Stretch Codes

5.5 Vapor Sealing and Air Sealing

Typical building practices shall be followed taking into consideration West Tisbury "stretch code".

DIVISION 6: DOORS, WINDOWS, SKYLIGHTS

6.1 Doors-Exterior

Exterior doors shall inswing with at least 1 3/4" thickness and strong lock sets.

6.2 Doors-Interior

Interior doors shall be solid core with lock sets.

6.3 Storm and Screen Doors

Screen doors shall outswing.

6.4 Windows

All windows to meet minimum 4 factor per building code.

DIVISION 7: FINISHES

7.1 Walls and Ceilings

Drywall shall be taped, coated sanded and primed one (1) coat.

All waste sheetrock to be separated from other waste, stored dry and recycled.

7.2 Floors

All ground floors shall be handicap accessible (wood, tile, linoleum).

Upper floors shall be carpet, wood or other.

7.3 Painting-Exterior

Exterior doors shall have two (2) coats of latex over factory primer, color shall match windows.

7.4 Painting-Interior

Walls and ceiling shall be prepped, prime vaped and sealed, with two (2) finish coats.

Trim, windows and shelving shall be semi-gloss.

Cabinets shall be touched up only as necessary.

Wood floors shall be three (3) coats of low VOC polyurethane with satin top coat. (If applicable)

DIVISION 8 SPECIALTIES

8.1 Bath Accessories

Bath accessories shall include:

Towel bars and toilet paper holders

Medicine cabinet

Shower rod

DIVISION 9 EQUIPMENT

9.1 Appliances (if applicable for rental units)

This includes the following appliances:

Refrigerator/freezer-Energy Star
Range/oven-Energy Star
Kitchen exhaust hood
Washer hookup
Dryer hookup with exhaust vent to the outdoors.

DIVISION 10 SPECIAL CONSTRUCTION

10.1 Storage/Shed (s)

The design presented with RFP shall be followed.

If applicable the design shall include a space for the rental management's use

The space to incorporate trash and recycling bin(s) for residents. May be incorporated into structure(s)

DIVISION 11 MECHANICAL

11.1 Water Supply System

Well design plans and install shall be done by the Lessors. It will be included with RFP invitation.

11.2 Electric

Electric shall be brought from the nearest transformer on pole.

Lessee/Contractor must contact proper utility personnel to proceed.

Electric lines shall run under ground.

11.3 Sewage Disposal System

New septic and field location will be designed by the Lessor and shall be utilized in RFP plans by developer.

The septic design shall be for (11) bedroom capacity.

New septic system shall follow design plans presented with RFP.

11.4 Plumbing

Before plumbing work is done pipe and fixture locations shall be approved by the job foreman.

All waste schedule to be tied to shared septic.

There shall be Radon Mitigation prep work performed for future mitigation system if needed. This may entail installing piping from slab/crawl space to attic for the future.

Exterior frost proof faucets shall be installed for each unit in appropriate locations.

11.5 Heat and Domestic Hot Water

Heating and hot water shall be installed according to plans.

Domestic hot water heater to be 50-gallon electric hot water heater.

Water heater to be provided by plumbing contractor and installed with all piping laid out to minimize hot water runs to bathrooms and kitchen.

11.6 Ventilation

Ductwork, equipment and controls to circulate air to and from heat source for each unit shall be provided.

System exhausts to run from each bathroom, and be balanced so that exhaust flow is proportional to volumes of each exhausted space.

Vent and smooth ductwork for dryer to a point over future dryer location to the outside shall be provided.

DIVISION 12 ELECTRICAL

12.1 Service

Electric from the nearest transformer on street to development shall be underground. Complete 100-amp residential service for each unit will include telephone, cable tv, and electric service community system.

12.2 Wiring

All electrical wiring shall be included.

Devices and cover plates shall be provided.

New main service wire and disconnect shall be installed.

One hundred (100) amp panels in each unit shall be installed. Plus 220 outlet for dryer.

All wiring shall include receptacles, switches/dimmers, installation of fixtures, smoke detectors as required, waterproof receptacles, lamps and bulbs, etc. as required on outside.

Ground fault circuits as necessary.

Wiring for bathroom fans shall be provided.

All wiring and thermostats for heating system and domestic hot water heater.

Wiring for all appliances, including all mechanical systems.

All holes where wiring passes between living space and outdoors shall be sealed.

All dimmers to be slide dimmer with separate on/off switch.

All tasks necessary for completing job, including clean-up and removal of all debris, packaging, etc. shall be performed.

All exterior lighting shall follow the West Tisbury low lighting guidelines.

12.3 Lighting Fixtures

This shall include four (minimum) Energy Star fixtures in each unit per lighting schedule.

12.4 Communications/Entertainment

The following shall be provided:

Wiring for telephone

Cable wiring to outlets in each unit

Sept. 20, 2022

AHC Members and IHT/South Mountain Reps

I have composed this list for your points that members of the committee felt needed addressed or changed on the RFP response. Also, you will find the Outline Specs for this project attached in email with points in red members have commented on.

- Pg. 8 Paragraph 2: Drawings should be readable and have measurements as to setbacks, road, driveway, etc.
- Pg. 8 Paragraph 2: Referring to the RFP plan 7 rental units proposed with 4 units designated 55+
- Pg.9 last paragraph: Shared common room inside where asked for outside pavilion or such
- Pg. 8 Paragraph 1 and 4: Entrance proposed off of Lamberts Cove Rd. at top north side of property also proposed parking facing north border.: There is no granted access on the northern border for a path. The north side setbacks were not to be touched nor parking there
- Pg.12: DCRHA question as to signed on manager
- Seeking \$1,400,000.00 from West Tisbury Community Preservation funds. This large amount from the town CPC was troubling to some

Please let me know if there are any other points that should be added to the list.

Composed Sept. 20, 2022
By Rhonda Conley

Attachment 3

401 STATE ROAD AFFORDABLE HOUSING PROPOSAL

June 27, 2022

Rhonda & West Tisbury Affordable Housing Committee:

Mike Colaneri asked us to send along a written copy of our thoughts that we shared with the Committee at the meeting of June 14, 2022, regarding the proposal of the project on 401 State Road.

As we said then, we have been supportive of the affordable housing project that abuts our property and we have been cooperative with the Committee from the beginning. Mike and the committee welcomed us into the meetings and have indicated that they would do everything they could to honor our concerns as the only abutters to the project.

We had 3 major concerns:

1. Something more than just the legal distance between property use (i.e. more than just a 50' set back).
2. Substantial foliage/trees for privacy concerns in that set back area. And retention of trees we felt were beautiful and important to us, especially along the area of the project that borders our structures.
3. We didn't want a parking lot and head lights between the project and our home.

Looking over the proposal for the project, we feel that the developer ignored all of our concerns in spite of the Committee spending considerable time discussing and supporting these issues with them.

- The "25' vegetative buffer" they mention is inadequate and seems a bit of a joke.
- AND...If we're reading the proposal correctly, it appears that the parking lot is within the 50' setback.
- In addition, we feel that the parking lot should not be facing our home, and rather be placed elsewhere. As it stands now in the proposal, it sits between the project structures and our home, literally as close as it can be to the property line. We don't want or need head lights into our home at night or the additional noise factor.
- Furthermore, there is a large unused area along State Road, yet the proposal places the entire structure and parking spaces along the border of our property next to our house leaving most of the designated property unused. It literally seems jammed up against us.

In addition, looking at the designs of these proposed structures, they are far less attractive than other affordable housing projects we have seen. Pictures of other projects that this company has built are far more attractive and fit into the character of the area much better.

Thus, in every way, the proposal is offensive to us and to the natural beauty of our property and the 401 State Road property. We have been consistently supportive and led to believe that our concerns would be honored.

Frankly, this feels like "Bait & Switch"!

We strongly hope the committee will ask the developer to go back to the drawing board and reconsider. If this project is approved as it stands, we feel we would have to consider

fighting it-something we really don't want to do, as we believe in affordable housing and in this project.

Thank you for your consideration,

Sara Rosenthal, MD

Julie Prazich, MD