

**Town of West Newbury
Affordable Housing Trust
Meeting Minutes**

September 7, 2022

Start time 7pm

West Newbury Town Office Building - Second Floor Hearing Room

Participants in Attendance:

Angus Jennings, Town Manager
Wendy Reed, Select Board Member
Deb Hamilton
Donna Garcia
Pam Shaffer
Karen Holmes
Kevin Bowe
Derek Mitchell

Topics and Research Reported On:

A. Pam Shaffer

1. Tracy Watson, Newburyport Housing Authority Director, will attend the October 19th meeting to share and discuss information on the WN Housing Authority. She also has previous experience with a local AHT.

B. Karen Holmes

1. Discussed the Rural and Small Town Development Fund grant program for town populations less than 7000 people.
 - a.) WN could be eligible for grants on the Housing Production Plan.

C. Deb Hamilton

1. Discussed article published by AARP: small, independent living units attached to existing housing (ADU's)
 - a.) could fulfill housing requirements
 - b.) grants and incentives could be offered
 - c.) potential income for house owners

D. Wendy Reed – consultants for Action Plan

1. Jen Goldson
 - a.) comes to Trust meetings for priorities and action plans
 - b.) works with town boards and committees
 - c.) Assists with community public hearings, focus groups
 - d.) would need Housing Production Plan established
2. Liz Rust
 - a.) On retainer. Helped with bylaw.
 - b.) Provides operational support to many Trusts
 - c.) Could help with Action Plan

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E. Donna Garcia

1. Finance recommendations
 - a) operate finances through Town for accounts.
 - b) Treasurer-Collector would process checks.
2. Need a "finance policy" tied to our goals
3. Rental property manager?
4. Discussed "Teacher Next Door" program
 - a) ? 50% reduction with home funds
5. Discussed "Be A Good Neighbor" program
 - a) for Town employees
6. Community Development Block Grant (Federal program)
7. Discussed Section 8 to home ownership

F. Derek Mitchell

1. Discussed Land Trusts
 - a) creates affordable deed restriction on land.
2. In need of partners and partnerships.

G. Kevin Bowe

1. EXACTION for possible sources of revenue
 - a.) Consider "housing Transfer fee" (12 towns in MA currently doing this)
 - b.) Discussed exemptions for people over a certain age or for 1st time home buyers.
2. Find local options for housing affordability.

H. Angus Jennings

1. Need warrant Article to transfer funds
2. If decided upon, will coordinate with Liz Rust

Next meeting:

- A. Karen will find out more about the "One Stop" program grants for small towns.

Adjournment: 830pm

Date of next meeting: October 19, 2022