

**Affordable Housing Trust Fund Board Regular Meeting
Meeting Minutes
April 2, 2024**

A meeting of the Salem Affordable Housing Trust Fund Board was held on Tuesday, April 2, 2024, via Zoom at 6:33 p.m.

Chair Zamborlini notes holdover language in agenda re: state of emergency related to COVID-19. Staff will ask City Solicitor if we should retain it or can strike from future agendas.

I. Roll Call

Members present: Chair Filipe Zamborlini, Jason Leese, Jason Sydoriak, Jack Butterworth, Lynda-Fairbanks Atkins, Megan Boyle, Liza Ruano-Lucey

Members absent: Mayor Dominick Pangallo, Chris Malstrom

Members arriving late: Lynda Fairbanks Atkins

Members leaving early: None

Staff present: Senior Planner Elena Eimert, Amanda Chiancola, Deputy Director

Chair Zamborlini called the meeting to order with a roll call at 6:34 p.m.

II. NEW BUSINESS

A. Future Items

Chair Zamborlini wants to revisit the agenda organization and consider putting “future items” at the end of the agenda.

Chair Zamborlini requests that Ms. Eimert reach out to the North Shore Community Development Coalition (NSCDC) and Harborlight Homes to discuss what they have in the pipeline and what project updates they can share. Additionally, he would like the Trust to consider a joint meeting with the Salem Human Rights Coalition as they are interested in discussing housing equity. Ms. Eimert says that Alphonse Wright, chair of the Human Rights Coalition, wants to have a conversation internally with the coalition as they determine their goals for the year. Mr. Wright will reach out if housing equity is selected as one of their priorities this year. Chair Zamborlini would also like to have standing staff updates on Mayoral housing priorities.

Mr. Butterworth would like to know if the Trust can have an impact on the discussion around the camping ordinance. Ms. Chiancola says that the Trust has worked on policy in the past, as they have not had funding, but their enabling legislation does not outline policy advocacy as an action they have authority to undertake, a disconnect of goals and enabling legislation. The Trust has a lot of

power. The Trust has funding and that is where the power of the Trust lies. Chair Zamborlini feels there is precedence for the Trust being a policy board and wonders if there should be an amendment to the Trust ordinance to allow for policy recommendations. Mr. Butterworth thinks the Trust should discuss and think about how they will proceed as a board. Now that there is funding, we may just want to be a board that allocates funds. Chair Zamborlini says that as a municipality that has both an Affordable Housing Trust Fund and a CPC (Community Preservation Commission), there can be discussion on the allocation of municipal funds. Ms. Eimert refers back to the camping ordinance, individual Trust members are welcome to provide comment to the subcommittee or to their ward councilors.

B. Discussion of programming of AHT ARPA dollars

Chair Zamborlini would like to discuss how to best utilize the Trust's ARPA dollars in support of the City's unhoused and unsheltered residents.

There is an application for acquisition from Lifebridge to use up the \$400,000 to acquire the property that will allow them to start the work on up to 68 beds in the shelter. This was received on Friday and remains under staff review for eligibility, Chair Zamborlini was going to make this, or a program like it, his recommendation for how the Trust applies the remainder of its ARPA dollars.

Ms. Eimert shares her screen, showing a summary of the application undergoing staff review and a consideration that the Trust close the rolling application process. Mr. Sydoriak asks about the current Lifebridge project. Chair Zamborlini says that his understanding is that Lifebridge would be purchasing the property and the Columbus Club would have space within the future new construction. Ms. Eimert says that nothing has been finalized but that is the current proposal.

Mr. Butterworth asks about the \$25,000 the Trust set aside for a "Tenants Union" program, proposed by Lori Stewart. Chair Zamborlini says that the idea fizzled out. Ms. Eimert says that the decision was made that this was not able to be funded with ARPA funds.

Chair raises the idea if the Trust could receive any unspent City ARPA dollars, noting the received asks are greater than the Trust's remaining ARPA funding. Mr. Leese refers to the Fund Tracker discussed at the March meeting. Mayor Pangallo had said that any ARPA unspent City funds will be put towards projects that are "shovel ready" – capital improvement projects. Concerning the Lifebridge project, Mr. Leese would like to know if they could get the transaction done in time – meeting the December deadline.

There is a discussion on the merits of closing the grant program this evening or in a few weeks time, with staff noting the May meeting would be the latest an application could be considered, go through contracting, and be able to draw down funds by the June 30, 2024 deadline.

Ms. Fairbanks-Atkins arrived at 7 pm.

Motion to close the application on April 16, 2024 is made by Jack Butterworth, seconded by Jason Sydoriak, and passes 7-0 in a roll call vote.

Ms. Eimert will send out a poll to select a special meeting date for April. The deadline for submitting scores will be 2 days prior to the special meeting.

There is discussion on scoring the applications prior to the May meeting. Ms. Eimert will send a reminder to the Trust to do the reviews in advance. Ms. Fairbanks-Atkins finds value in the dialogue around the scoring that occurs in the meeting.

C. ARPA Application Review

This agenda item was combined in the discussion of agenda item B.

III. UNFINISHED BUSINESS

Ms. Eimert shares that Home Rule Petition related to Salem's Condominium Conversion Ordinance has received a positive vote and moved out of the Joint Committee on Housing but no date for a vote has been posted.

Ms. Eimert shares that she spoke with the Health Agent in early March regarding the new position for inspections for Certificates of Fitness. He reported that a staff person was hired to start with two weeks (of the conversation). Ms. Eimert and the Health Agent agreed that the June meeting would be appropriate to discuss the increased volume of inspection. Chair Zamborlini would like to know more about proposed changes to the Certificate of Fitness that is before City Council on the Certificate of Occupancy – staff will look into this.

IV. STAFF UPDATES

A. Update on the Housing Bond Bill/Affordable Homes Act (H.4138)

On March 5, 2024, the Joint Committee on Housing issued a positive recommendation on the Governor's Housing bond bill, offering no changes. The item now goes on to [Joint Committee on Bonding, Capital Expenditures, and State](#)

Assets. There was a hearing scheduled for **April 2, 2024, at 1pm**. The Mayor submitted written testimony in support.

V. APPROVAL OF MINUTES

Staff note that the February 6 and March 5 minutes are ready for review and approval.

Motion to approve the February 6, 2024 and March 5, 2024 meeting minutes is made by Jason Sydoriak, seconded by Megan Boyle, and passes 7-0 in a roll call vote.

VI. PUBLIC COMMENT

No members of the public offered comment.

VII. ADJOURNMENT

Motion to adjourn is made by Jack Butterworth, seconded by Jason Sydoriak, and passes 7-0 in a roll call vote.

Meeting adjourned at 7:30 pm

Approved by the Affordable Housing Trust Fund Board on X/XX/XXXX.

Respectively submitted,
Elena Eimert
Senior Planner