

**Affordable Housing Trust Fund Board Meeting
Meeting Minutes
September 13, 2022**

A meeting of the Salem Affordable Housing Trust Fund Board was held on Tuesday, September 13, 2022, at a Remote Zoom meeting at 6:07 p.m.

Members present: James Willis, Mayor Kim Driscoll, Councilor Patti Morsillo, Vice Chair Filipe Zamborlini, Councilor Caroline Watson-Felt, Chris Malstrom, Mickey Northcutt.

Members joining late: James Willis at 6:15 p.m.

Members absent: John Boris, Rebecca Curran, Lynda Fairbanks-Atkins, Councilor Jeff Cohen

Staff present: Senior Planner Cassie Moskos and DPCD Deputy Director Amanda Chiancola

Chair Kim Driscoll called the meeting to order with a roll call at 6:07 p.m.

NEW BUSINESS

A. Staffing Update

Ms. Moskos informed the Board that during the month of September she would be going on maternity leave. The plan is to have their regular October meeting and then take a break over the fall/winter and reconvene in February. In the interim Ms. Chiancola would send updates on how their recent projects are progressing behind the scenes because the disposition ordinance, condo conversion ordinance, and ADU updates will be progressing through meetings with other entities. Staff will also hopefully be onboarding and training a new staff member- Neighborhood Stability Coordinator.

B. Future Items

None were introduced.

UNFINISHED BUSINESS

A. Status of the condominium conversion ordinance

Mayor Driscoll introduced the matter. Mr. Zamborlini indicated that he had some discussion with Staff regarding the discussion around the timing of payments and he was satisfied with the language that existed in the ordinance. Mayor Driscoll indicated that she was not prepared to vote on the item as she was not as well versed in the changes. She was curious to know about the outreach efforts that took place around the ordinance. Ms. Chiancola stated that while no meetings were held, a targeted survey was sent to tenants and landlords and revisions were brought to the Board based on feedback received through that process. Mr. Zamborlini felt it was unwise to sit on the project any longer and the Board should move it along as much as possible. Mr. Malstrom agreed with Mr. Zamborlini. Councilor Morsillo indicated that she had no problem bringing this to a Committee of the Whole, and since it won't be able to be scheduled for several weeks, it would give the City Solicitor and the Mayor time to review. She asks Ms. Chiancola to submit an order for the Committee of the Whole presentation and discussion. Mayor Driscoll asks for a motion to send the draft ordinance for formal legal review and presentation to the Committee of the Whole.

Mr. Zamborlini makes the motion, seconded by Mr. Malstrom.

Councilor Watson-Felt asks if the Solicitor has substantive edits, would it come back to the Board. Mayor Driscoll responds that since it hasn't been formally submitted to the City Council it can come back to the AHTF Board.

Mr. Willis asks if a quorum issue with our Board, can the Council take the item up directly from the Solicitor as to not hold up the process? Mayor Driscoll responds that it would have to be formally submitted to the Council, but the Board would need to vote to send it to the Council officially. The motion on the floor is to send it to a Committee of the Council.

Passed unanimously by roll call vote 7-0.

B. Community Preservation Committee Annual Report

Ms. Moskos states that this item was introduced at the last Board meeting, but the Board requested a copy of previous letters sent along with updated links to the draft plan. Those materials were circulated to the Board. The goal is for comments as a Board, and reminds them they are also free to submit comments as individuals. Mr. Zamborlini states that item 2.b.b requires at least 10% affordable at 60% AMI and 2.b.a requires the length of time to for the restriction to be 99 years if CPA money is used. Since these are already in there, our comment should be that these conditions remain. Mr. Northcutt states that each year 10% of the money needs to be spent or reserved in each of the three categories, affordable housing, parks, and historical preservation. Encouraging additional allocations for affordable housing would make a big difference. He also asks if ARPA money can be put through CPA for the state match, Mayor Driscoll and Mr. Zamborlini respond that it is not allowed. Mr. Zamborlini states that 46% of the funds last year went to housing, but he is comfortable with asking them to increase their allocation for housing and aim for 60%. Mayor Driscoll indicates that it also takes applications to use the funds as well.

Councilor Watson-Felt asks if this is an avenue for ADUs. Ms. Chiancola responds that it is a difficult path because it requires a deed restriction in perpetuity.

C.FY2023 Board Priorities Discussion

Ms. Moskos brought up the working version of the priorities matrix, the board discussed various items.

The board left the matrix as below, noting Staff would send it out for ranking among the members for discussion at the October meeting.

		Urgency	
		Higher	Lower
Impact	Higher	<p>Quad I</p> <p>Urgent and has the highest impact/DO NOW (Already Doing)</p> <ul style="list-style-type: none"> - Adopt an Urban Center Housing Tax Increment Financing (UCH-TIF) or another tax incentive program to promote affordable and mixed-income housing development. -Consider purchasing right of first refusal from current owners. •Support Condominium Conversion ordinance in process <p>(Do Now)</p> <ul style="list-style-type: none"> -Consider rent stabilization or anti-gauging programs for renters* <ul style="list-style-type: none"> *a study, look at what Boston is doing -Incentivize property owners to keep rents affordable by offering property tax abatements to owners who rent to low- and moderate-income households. -Enact stronger tenant protections. -Create a rental registry to track rents, evictions, and other metrics 	<p>Quad II</p> <p>Not as urgent will have high impacts/PLAN TO DO IT NEXT</p> <ul style="list-style-type: none"> -Consider rezoning options in transitional areas with accompanying considerations for transit to support denser development -Adopt zoning amendments to promote small efficiency units including Single Room Occupancy (SRO) housing to provide permanent supportive housing particularly for formerly unhoused or those vulnerable to housing instability -- -Investigate programs for displacement compensation for renters and homeowners. -Investigate metrics to create Salem-specific capping of rent increases for local action units.
	Lower	<p><u>Quadrant III</u></p> <p>urgent but has a lower impact /DELEGATE</p> <ul style="list-style-type: none"> -Study residential parking minimums. -Study potential benefits of revising residential dimensional standards to match historical and existing development patterns more closely. -Leverage state and other public resources to assist in the creation and rehabilitation of housing -support the existing rehab program that provides accessibility assistance and prioritize funds for property owners who rent to voucher holders 	<p><u>Quadrant IV</u></p> <p>not as urgent and has a lower impact /RECONSIDER AT LATER DATE</p> <ul style="list-style-type: none"> -Consider creating a permanent Housing Stabilization Office -Consider issuing municipal bonds and/or bonding Community Preservation Act funds for affordable housing production.

APPROVAL OF MINUTES

Mr. Malstrom motioned to approve the minutes from August 23, 2022, seconded by Mr. Northcutt. A roll call vote was taken with the following responses:

Mickey Northcutt	Yes
Councilor Caroline Watson-Felt	Yes
Mayor Kim Driscoll	Present
Councilor Patti Morsillo	Present
James Willis	Present
Chris Malstrom	Yes
Filipe Zamborlini	Yes

The motion failed 4-0-3.

PUBLIC COMMENT

No comments were received. Mr. Zamborlini thanked Ms. Chiancola and Ms. Moskos for their time and service.

ADJOURNMENT

Motion to adjourn by Councilor Watson-Felt, seconded by Mr. Northcutt A roll call vote was taken the motion passes unanimously.

Meeting adjourned at 7:15 p.m.

Approved by the Affordable Housing Trust Fund Board on 10/4/2022.

Respectively submitted,
Cassie Moskos, AICP
Senior Planner