



TISBURY MASSACHUSETTS

Town of Tisbury Affordable Housing Committee (AHC) Meeting Minutes Monday, September 18, 2023, 4:00 PM

Members Present: Chairman: Victor Capoccia; Vice-Chair: Caitlin Burbidge;
Dan Seidman; Elaine Miller; Jean Hay

Others Present: IHT: Philippe Jordi; CPC: Heidi Dietterich; MVC: Laura Silber;
Recorder: Shanette A. Deleon

CALL TO ORDER

Mr. Chairman Victor Capoccia called the meeting to order at 4:00 PM. (*Discussions have been summarized and grouped for clarity and brevity.*)

INTERNAL COMMITTEE BUSINESS

- **Introduction of Shanette Deleon, Tisbury Affordable Housing (TAH) Committee PT Staff.** Mr. Chairman introduced and welcomed the new Tisbury Affordable Housing Committee part-time administrative staff Shanette Deleon. Also stated, this is great because now the meeting minutes can get done. Ms. Deleon introduced herself as a contracted administrative assistant with Affordable Housing Committee administrative experience; who looks forward to utilizing her experience in assisting with the growth of this Committee.
- **Approval of Minutes from August 21st, 2023.** Mr. Chairman announced the August 21, 2023 meeting was recorded but the minutes were never done.
- **Changing Meeting Time.** Mr. Chairman asked if changing the Meeting time to 5pm to accommodate Mrs. Deleon would be convenient for all the committee members. Four members said yes they are ok with it and one member said no. Mr. Chairman then confirmed with Mrs. Deleon if coming to meetings at 4pm would be convenient for her and she answered yes. Then Mr. Chairman said they will remain with the 4pm meeting time.

OLD BUSINESS

None.

NEW BUSINESS

- **Discussion and next steps re: Massachusetts Housing Partnership (MHP) Complete Neighborhood program for Martha's Vineyard Commission (MVC) island wide application.** Ms. Laura Silber from MVC updated they did not get a formal vote from Tisbury Committee to Select Board in support of the Island wide application and requested this committee send a letter to the Select board stating the committee supports the Complete Neighborhood program and request of the Selectboard to participate. Jean Hay made a motion for the committee to send Tisbury Selectboard a supportive letter of MHP Complete Neighborhood program and request for the Selectboard to proceed with a joint Island-wide application. Elaine Miller seconded. All present in favor and motion passed unanimously. Ms. Miller asked for a blank letter to move to the Planning Board to get their endorsement, since the application opens up the 1st to 2nd week of October. It was then mentioned that the Selectboard had already sent such a letter to MVC.
The Action Plan was for Ms. Silber to check if she have received such letter and for Mrs. Deleon to follow-up with Ms. Silber and check with the Selectboard admin Elena Defoe; also the minutes from Board of Selectmen (BOS) to see if they have discussed and/or sent a letter to MVC.
- **Discussion re: Feasibility of MHP Affordable Housing Trust Fund Intensive** - Ms. Dietterich will provide the registration to the new administrative assistant to be shared with the entire committee members. This way individuals can register and attend. Ms. Silber said Aquinnah will apply to create their Affordable Housing Trust and they reached out directly.
She suggested the Committee reach out to Ms Shelly Goehring from MHP and ask How can this program assist Tisbury directly in regards to plans, spending Money, maximizing leverage and bonding. Ms. Silber expressed that Ms. Goehring would be more than happy to do a training with all six Towns.
- **Technical Assistance program** - Mr. Chairman mentioned the MHP opportunity to provide Technical Assistance looking for shovel ready projects. Also the Trust can't commit right now. Ms. BurBidge stated her understanding was this program is for either shovel ready and/or technical support. Ms. Miller asked if this program would benefit the new Administrative Assistance. In response Mrs. Deleon said it is the Committee responsibility to decide what is the main focus and from there she would be able to determine which programs would be more beneficial.

- **Short Term Rental (STR) status/inventory**
 - **Community Preservation Committee (CPC) Eligibility application deadline Sept 22 for potential STR monitoring and assessment contract.** It was announced CPC eligibility application is due on September 22, 2023. Mr. Chairman stated the committee needs to apply in order to have funds for the STR data monitoring system. The eligibility application is a simple one page that needs about three sentences or one paragraph. Ms. Elaine asked if this request is CPC approved, doesn't it have to be validated? Answer was if we don't ask we will never know. It was explained this is a three step process: to get a CPC eligibility application sent in by September 22nd; if eligible to submit a full proposal to CPC by October 13th; and if approved for funding by CPC then it will go to the Spring Town meeting for finalizing. The committee will submit an eligible application to CPC for engaging a company STR, registration and related data for the Town of Tisbury. This company must provide accurate housing registration and non registration with location subset data. To scrub the internet and to quantify what is unregistered and not paying taxes. Mr. Seidman asked, is this redundant with what Ms. Laura is already doing. Answer was Ms. Laura is still pursuing funding but hasn't heard back from the State so the Committee should proceed with the CPC. Ms Hay made a motion for Tisbury Affordable Committee to submit an application to CPC for funds to get a consultant company that will look at registered and unregistered housing taxes, to research and get Short term rental assessment. Ms. Miller seconded the motion. All present voted in favor and the motion passed unanimously.

TOWN COMMITTEE/PARTNER REPORTS/UPDATES

- **Joint meeting w/planning board re: Accessible Dwelling Unit (ADU) zoning** - Mr Chairman provided an update that he hasn't got any success with this. So Ms. Miller will team up with him in order to get some success. The Action Plan for this to be forwarded to the next agenda
- **Reports from partner organizations as needed**
 - **(IHT) Island Housing Trust Plan:** Mr. Philippe Jordi from IHT explained the three Island-Wide Projects. The 401 State Road, West Tisbury project with 9 rental apartments for seniors over 55 years-old. The 401 State Road, West Tisbury project to serve school employees and their families. The Veterans' Housing at Bellevue, Oak Bluffs project 12 rental apartment for veterans. All three projects are regional applications. They can weigh the percentage based on funding participation. IHT is seeking \$282,720 from the Town of Tisbury and requests a support letter from the Committee. Ms. Miller asked if the support letter could state the towns do help each other just a general letter on town specific participation for example the Kindway project. Ms. Burbidge gave her gratitude and Thanked Mr. Jordi and IHT for such projected. It was asked, do we have a motion to send a support letter to CPC on behalf of IHT three Island-Wide Projects and what Ms. Elaine suggested.

Ms Burbidge made a motion for the committee to send a support letter to CPC on behalf of IHT offer for the three Island-wide projects and for the support letter to include town specific participation as example Kingway project. Ms. Hay seconded the motion. All present voted yea, and motion carried unanimously.

- (CPC) Community Preservation Committee: Ms. Heidi announced the MHP 2023 Trust Training would be held on September 21, 2023 and for information purposes someone from the Committee should attend. She will forward the registration information to Mrs. Deleon so it can be provided to all the committee members for registration. Also will provide Mrs. Deleon with the Town zoom information so the committee meetings can be hybrid.

OTHER BUSINESS NOT REASONABLY ANTICIPATED BY THE CHAIRMAN

Ms. Hay asked for a Housing Bank update. Answer was the team working on this still in the legislature committee and this a waiting game; so maybe November will get something moving along. It was asked if the larger Real Estate Entity is still fighting this. Answer yes.

ADJOURNMENT

Ms. Hay made a motion to adjourn the meeting. Ms. Miller seconded the motion. Meeting adjourned at 5:03pm.

Respectfully Submitted by:
Shanette A. Deleon