

**Town of Tisbury  
Affordable Housing Committee (AHC)  
Meeting Minutes  
Monday November 20th, 2023 at 4:00 PM**

**Members Present:** Chairman: Victor Capoccia; Vice-Chair: Caitlin Burbidge  
Elaine Miller, Jean Hay, Henry Nieder

**Others Present:** IHT: Keith McGuire; CPC: Heidi Dietterich; MVC: Laura Silber  
Recorder: Shanette A. Deleon

**CALL TO ORDER**

Chairman Victor Capoccia called the meeting to order at 4:04 PM. (Discussions have been summarized and grouped for clarity and brevity.)

**INTERNAL COMMITTEE BUSINESS**

- **Approval of Minutes from October 16<sup>th</sup>, 2023.** Mr. Chairman asked if there were any discussions on the October 16, 2023 Meeting Minutes. The Response was No. Elaine Miller made a motion to accept the October 16th, 2023 meeting minutes. Jean Hay seconded the motion. All members present voted yea and motion passed unanimously.

- **Chairman report:**

- **Community Preservation Committee (CPC) Presentation Update.**

- The CPC application was presented by Mr. Chairman. During the presentation it was discussed that the original requested amount might not be suffice. The discussion resulted in a request for \$75,000 whatever is not spent must be returned to CPC. Mr. Chairman reported the CPC funds will not be available until next Spring. Mr. Chairman spoke with Jay Grande who responded positively to utilizing funds from the Housing Trust to initiate the work earlier and request that CPC reimburse the Trust Account. It was mentioned that Mr. Seidman is Chair of the Housing Trust. Mr. McGuire stated that wherever the CPC funds go must follow the CPC requirements. Ms. Dietterich from CPC concurred.

- **MVC Meeting on Housing Trust.**

- Mr. Chairman reported the 2020 Town of Tisbury meeting had two Short Term Rental (STR) Warrant Articles to dedicate 35% of STR fees to affordable housing. Both articles were withdrawn at the Town meeting. Nevertheless, these two warrants already been approved by both Selectboard and Finance Committee (FinCom). Mr. Chairman asked how the Committee would like to proceed with this information? During the brainstorming discussion it was mentioned that P-Town is doing 30 to 33%. Ms. Silber from MVC suggested using a dollar amount instead of a percentage, in order to avoid the filing of a Home Rule Petition and the Committee can seek KP Law or Town Counsel when and if they decide to proceed.

After discussion, the Committee decided they could not propose any changes required by the deadline for the January Special town meeting. But will prepare, work with other parties such as CPC, Affordable Housing Trust and Planning Board and focus on potential changes for the Spring Annual Town meeting.

## **OLD BUSINESS**

- **Feedback on Material Distributed.** In response to a question, Ms. Silber explained that Request for Qualification (RFQ) gives more latitude than Request for Proposal (RFP), so the Committee should bear this in mind when considering potential parties to do the STR Community Analysis. It was mentioned that proposals would be solicited from a minimum of three companies to choose the best fit. Vice-Chair Caitlin Burbidge gave recognition to Ms. Miller Master Plan experience and general overall knowledge. Suggested that the Committee extend the meeting time to tackle the questions and suggestions from Ms. Elaine's Memorandum. Especially the specific executing strategy, how to interact with the various boards and the educating of the community. All the Committee members present agreed to extended meetings as needed.
- **Community Awareness of Tisbury Affordable Housing Committee Priorities.** Mr. Chairman raised the following points (A) The Committee needs to keep local officials involved and aware of our work (B) The need to involve the broader public and with what type of information? For example, the Committee don't have a website, only a webpage that can be used to provide updated information. Ms. Hay suggested having a presentation at the library this coming Spring. Ms. Silber suggested League of Women Voters to assist with forums at the library. Vice-Chair Burbidge, Ms. Hay and Ms. Deleon volunteered as the sub group to work on the Community Outreach. Mr. Chairman requested an outline with dates to be brought to the next meeting and possibly January or February 2024 Presentation. Ms. Deleon will start updating the website.

## **NEW BUSINESS**

- **West Tisbury Town Meeting.** Mr. Chairman reported that West Tisbury is having a Special Town Meeting on ADU. Town of Tisbury is having there's in January 2024 but the deadline for warrant submission is the 28<sup>th</sup> of this month. Mr. Chairman and other members said the timing is just too short to be properly prepared.
- **Sub Committee on Accessory Dwelling Unit (ADU).** Mr. Chairman emphasized the importance of working with other Committees and Partners with a process in order to get recommended changes in ADU policy or practice. Mr. Chairman asked if the Committee wants to work on ADU in parallel to STR. If so, who wants to join the subgroup? Ms. Silber provided context to this, stating in the Governor's Housing Bond Bill, the Affordable Homes Act and proposed an ADU's By Right across the State if it passes on July 31<sup>st</sup> then all the Towns will have to deal with it. Therefore, this is a great time to start working on ADU.

Mr. Nieder asked if we start now would it be premature? Ms. Silber responded, no because the language included is to allow the Towns to opt to restrict to year-round leases, or, the minimum leases. Mr. Chairman asked the question, if the committee wants to have a subgroup to explore current status on ADU's. Jean Hay made a motion for a subgroup to work on ADU specifically. Henry Nieder seconded the motion. All members present voted yea and motion passed unanimously.

- **Update on the Comparative Community Matrix.** Mr. Chairman read all the headings from the Comparable STR Analysis Matrix and announced this list is almost completed.

### **TOWN COMMITTEE/PARTNER REPORTS/UPDATES**

- **Reports from partner organizations as needed:**

**-(IHT) Island Housing Trust Plan.** Mr. McGuire reported, a property in Tisbury, off Lealand and Franklin, was delayed because the seller passed away and it took a long time to get the probate done. IHT is hoping to find a partner to build a duplex. This partner can be Municipal, non-profit or private. Someone mentioned municipal housing probably would not work with CPC. Ms. Laura reported that Nantucket has submitted a request to the Executive Office of Housing Livable Community (EOHLC) for the town to put municipal employees on a certain number of units that would be publicly funded. This will bring an opportunity for all 6 Island Towns to put in an identical request with EOHLC. Mr. Chairman said he would put this on the next Agenda. Mr. McGuire continued, stating the Cat Hollow Project has made progress with the Architect and Engineers to be finalized. It will be a 4 duplex along with the main house. IHT will have to use 40B so some will be 80% or less and others year-round. All will be deed restricted. His request is to have the Committee vote to send a support letter to the Select Board. Mr. Chairman said they already voted in the past and will just send the letter.

**-(MVC) Martha's Vineyard Commission.** Ms. Silber reported on January 11, 2024 Senator Cyr, Representative Fernandez will be at the Housing Action Task Force meeting to present about the Affordable practice to really go into detail. Once confirmed, Ms. Silber will send out the invitation information. Ms. Silber made a funding request commitment of \$2,000 to MVC for the Tisbury portion to update the 2020 Housing Needs Assessment. The consultant who did the 2020 assessment is available, starting in the middle of December, which is when the new census data will be ready. Ms. Silber requested not only an update but for the Consultant to provide data projecting year-round inventory at all AMI levels.

Ms. Silber requested the Affordable Inventory list and stated Ms. Deleon can cross reference the Committee Affordable Housing list with Phillippe Jordi from IHT Master list and the Assessors list to provide Tisbury Affordable Housing updated Inventory List. Mr. Chairman asked if there's a motion? Jean Hay made a motion for the Committee to send a letter to request from the Tisbury Select Board the funds of \$2,000 to pay for the Town of Tisbury's share of an update to the Martha's Vineyard Commission (MVC) 2020 Housing Needs Assessment. Elaine Miller seconded the motion. All members present voted yea and motion passed unanimously.

**-(CPC) Community Preservation Committee.** Ms. Heidi provided briefing on the West Tisbury project "Over 55 housing did not meet the age criteria for elder housing for state or CPC eligible funds. Mr. McGuire from IHT stated West Tisbury was considering raising the age to comply with state and CPC requirements.

#### **OTHER BUSINESS, NOT REASONABLY ANTICIPATED BY THE CHAIRMAN**

#### **ADJOURNMENT**

- Jean Hay made a motion to Adjourn meeting. Caitlin Burbidge seconded the motion. All members present voted yea and motion passed unanimously. Meeting adjourned at 5:29pm.

Respectfully Submitted by:  
Shanette A. Deleon