



**BOARD OF TRUSTEES MEETING**  
Thursday June 15, 2023 at 6:00 pm, via Zoom

**Please click the link below to join the webinar:**

**<https://us02web.zoom.us/j/81034306531>**

**Webinar ID: 810 3430 6531**

**Dial in-audio only: (929) 205 6099**

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and Governor Healey's March 29, 2023 Revised Order extending remote participation by all members in any meeting of a public body, this meeting of the Great Barrington Affordable Housing Trust will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the town's website, at [www.townofgb.org](http://www.townofgb.org). For this meeting, members of the public who wish to listen to the meeting may do so in the following manner: See instructions at the top of the agenda. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means.

**\* \* \* \* \* ALL VOTES ARE ROLL CALL \* \* \* \* \***

**AGENDA**

**ADU Program Workshop**

1. Review Edits
  - Purpose
2. Finalize Administration Details
3. Marketing plan
4. Pilot fund size
5. Application and Selection Process
6. Trustee Speak/ Citizen Speak/ Media Time

*Pursuant to MGL. 7c. 30A sec. 20 (f), after notifying the chair of the public body, any person may make a video or audio recording of an open session of a meeting of a public body, or may transmit the meeting through any medium. At the beginning of the meeting, the chair shall inform other attendees of any such recordings. Any member of the public wishing to speak at the meeting must receive permission of the chair. The listings of agenda items are those reasonably anticipated by the chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

AHT ADU Incentive Pilot Development Worksheet

PURPOSE: 1.) Add affordable ADU to the market, 2.) Test viability of partnering with resident homeowners directly to increase AMI protected housing in Great Barrington, 3.) Provide an opportunity for resident homeowners who may not meet 100% AMI but experience strain meeting cost of living in Great Barrington to meet cost of living with additional ADU income by supporting construction/renovation costs.

Item to Workshop	Concept Stage – Draft Revision	6/15 Sub-committee Task	Recommendations & Next Steps
<b>Applicant Criteria</b> Criteria by which homeowner/landlord applications will be evaluated and selected and the homeowner/landlord application itself.	Applicants must current reside in GB as their primary residence, or be buying a home in GB that will be used their primary residence for 10-years.  The proposed ADU will be on the GB property that is also the primary residence of the applicant.  In cases where the total project costs will exceed the amount requested by the applicant, applicants must demonstrate ability to finance the remainder of the ADU building or renovation project at time of application  Applicants who demonstrate that the ADU rental income at 100% AMI will assist owner to be able to afford their household's GB housing cost and remain in residence, will be prioritized.	None.	Recommend to the AHT.
<b>AMI Tenant Requirement</b> What the AMI requirement will be for the tenant & how to administer it.	The Trust set AMI 100% for the rental unit.  Verify income eligibility at the time of lease, in subsequent years, verify it is the same tenant. New leases/tenants require new verification.	Administration: Confirm Construct is willing to take on role of verification.	
<b>Loan Structure &amp; Administration</b> What the loan it can be used for, how it is structured, administered etc., what parts of the Barnstable model to incorporate.	In the event of a property sale within 10 years the entirety of the AHT loan is due in full at the time of sale. (No grant eligibility.) or the new owner may keeps the lean in places and continues to program.  10-year property lean at the time loan is made .  (10-year restriction is decided.)  <b>Prior to construction completion:</b> Should the landlord/application fail to maintain primary residency on the property after loan approval before or during construction funds will be withdrawn.  <b>Disbursement:</b> 50% up front, 50% cost reimbursement.	Complete fair housing issue discussion: How does the rental have to be posted? Mrs. Murphy rule and ADUs.  Complete discussion re: Notice of default and discussion of lean with banks as lenders.	

	<b>After construction:</b> Owners who cease to reside on the property after occupation will not be eligible to turn 50% of the loan into a grant.  <b>Repayment:</b> at year 10, or sale, 3 options: 50% is due, monthly payments over 10 years, or an option to extend an additional 10 years of AMI restriction and have the remainder of the loan forgiven.  <b>Timeframe:</b> determined on a project-bases in final stages of application process. 6 months over project deadline, triggers review and revised timeline agreement with the AHT. if no agreement can be reached, no further disbursement and legal action against grantee.  <b>Lean:</b> occurs at time of last disbursement.		
<b>Marketing Plan</b> Elements necessary to maximize application pool at pilot stage and community awareness.		Identify goals and objectives.  Craft marketing plan design at a concept level.	
<b>AHT Budget Line</b> Size of the total pot available to disburse in pilot phase.	\$100,000	Make recommendation to AHT Trustees.	
<b>Application Selection</b> Criteria by which applications will be compared, ranked and assessed for viability.	Open application window for 3-month period once pilot design is finalized. Select recipients the following month.  If no viable applications, budget funds revert back to general fund for other programming.	Work needed in area of application selection: scoring rubric, project viability test, accessibility design, application period, review and selection process and notification.	

Area Median Income 2023 Overview:

2023 Area Median Income Limits							
Household Size	1	2	3	4	5	6	7
100% Income Limit	\$71,700	\$81,900	\$92,100	\$102,300	\$110,500	\$118,700	\$126,900
80% Income Limit	\$57,360	\$65,520	\$73,680	\$81,840	\$88,400	\$94,960	\$101,520
70% Income Limit	\$50,190	\$57,330	\$64,470	\$71,610	\$77,350	\$83,090	\$88,830
60% Income Limit	\$43,020	\$49,140	\$55,260	\$61,380	\$66,300	\$71,220	\$76,140