



Town of Brewster Affordable Housing Trust Fund

2198 Main St., Brewster, MA 02631

(508) 896-3701

AFFORDABLE HOUSING TRUST MEETING AGENDA

2198 Main Street

May 11, 2023 at 5PM

Affordable Housing Trust Fund

Timothy Hackert
Chair

Maggie Spade-Aguilar
Vice Chair

Madalyn Hillis-Dineen
Clerk

Ned Chatelain

Vanessa Greene

Donna Kalinick

Paul Ruchinskas

Housing Coordinator

Jill Scalise

This meeting will be conducted in person at the time and location identified above. This means that at least a quorum of the members of the public body will attend the meeting in person and members of the public are welcome to attend in person as well. As a courtesy only, access to the meeting is also being provided via remote means in accordance with applicable law. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast or affect remote attendance or participation, unless otherwise required by law. Members of the public with particular interest in any specific item on this agenda, which includes an applicant and its representatives, should make plans for in-person vs. virtual attendance accordingly.

Members of the public who wish to access the meeting may do so in the following manner:

Phone: Call (312) 626 6799 or (301) 715-8592. Webinar ID: 843 9277 5553 Passcode: 231023

To request to speak: Press *9 and wait to be recognized.

Zoom Webinar: <https://us02web.zoom.us/j/84392775553?pwd=T2pEbVFgT1NUSWtDMGk5RWFOd0s2dz09>
Passcode: 231023

To request to speak: Tap Zoom "Raise Hand", then wait to be recognized.

When required by law or allowed by the Chair, persons wishing to provide public comment or otherwise participate in the meeting, may do so by accessing the meeting remotely, as noted above. Additionally, the meeting will be broadcast live, in real time, via **Live broadcast** (Brewster Government TV Channel 18), **Livestream** (livestream.brewster-ma.gov), or **Video recording** (tv.brewster-ma.gov).

1. Call to Order
2. Declaration of a Quorum
3. Meeting Participation Statement
4. Recording Statement-"As required by the Open Meeting Law we are informing you that the Town will be video and audio taping as well as broadcasting this public meeting. In addition, if anyone else intends to either video or audio tape this meeting they are required to inform the chair."
5. Citizen's Forum - Members of the public may address the Housing Trust on Housing Trust matters for a maximum of up to 3 minutes at the Chair's discretion. Under the Open Meeting Law, the Housing Trust can only address each item listed on the agenda and may do so during the appropriate agenda item. The Trust also may add items presented to a future agenda.
6. Millstone Affordable Housing Property update
7. 212 Yankee Drive project update, discussion, and possible vote
8. Update on Status of Housing Trust Priority Initiatives for FY 2022-23
9. Discussion of Buydown Program Terms and possible vote on proposed terms
10. Discussion of annual funding request to CPC for site acquisition for affordable housing and possible vote
11. Discussion and possible vote on Rental Assistance Program: continuation, program terms, and Request for Quotes (RFQ)
12. Housing Coordinator update
13. Information and possible discussion on year-round housing deed restrictions
14. Cape Cod Sea Camps updates
15. Status of Housing Trust appointments
16. For Your Information
17. Matters Not Reasonably Anticipated by the Chair
18. Approval of Minutes from April 6, 2023
19. Next Scheduled Meeting Date: June 1, 2023 at 5PM
20. Adjournment

Date Posted:
05.04.2023

Date Revised:

Received by Town Clerk:

BREWSTER TOWN CLERK
23 MAY 4 13:40

212 Yankee Drive

Type	Expenses	Source	Vendor
Legal	2,523	CPC	KP LAW
Administration	27,500	CPC	TRI/HAC
Back Taxes	15,986.84	Sale Proceeds	TOB
Appraisal	\$600.00	CPC	Linda Coneen
Insurance	7,163.92	BAHT	MIIA
	7,054.56	BAHT	MIIA
Septic			
Inspection	1,190.00	Legal counsel consult	Accucheck
Repairs	6,981.00	CPC	Accucheck/Joe Martin
Other Property Work			
Remediation	38,125.00	CPC- Legal counsel consult	Green Env.
DPW Stone for driveway	438.50	BAHT	RB OUR
Plumbing Assessment	1,850.00	Legal counsel consult	Glenn Sherman
Electric Assessment			
Major Construction			
	\$ 109,412.82		
Authorizations by Trust	2,000	6/5/2019	legal & other admin. expenses
	5,000	8/13/2020	legal & professional
	10,000	7/8/2022	legal & insurance
	2,500	11/3/2022	addl to the 10K-inspections & other misc. costs
	27,500	10/6/2022	Admin. for rehab & lottery
	45,000	2/2/2023	Remediation and other small building items
	7,500	3/2/2023	Septic Repairs
	\$ 99,500.00		
	212 Yankee Drive		

**Status update on
Housing Trust Priority
Initiatives FY 2022-23**

Update on Housing Trust Priority Initiatives for FY 2022-23

Develop and Preserve Affordable Housing:

1. Develop new affordable housing (by building):
 - a. Support and advance the development of community housing on the Millstone Road property. Subsequent to RFP issuance, select developer and support their efforts to develop rental housing in a timely manner. Determine the amount of funding that the Trust should reserve for a potential request, provide support through funding cycles and permitting process, continue to engage the public. (HPP #16 & #8)
The POAH & HAC proposal is currently in ZBA Comprehensive Permit hearing. A Project Eligibility Letter (PEL) was received, and Land Disposition Agreement (LDA) signed with Town. The Trust created 5-year financial plan with amount reserved for a potential funding request. In October, developers held a community information session. Regular updates are provided at Trust meetings.
 - b. Participate in the exploration of the potential development of community housing on the Cape Cod Sea Camps Parcels. (HPP #12)
Trust representative on Pond Parcel Committee, Trust liaison on Bay Parcel Committee. Regular updates at Trust meetings. Information Session on May 20th.
2. Develop new affordable housing (without building):
 - a. Evaluate the effectiveness of the current accessory dwelling unit bylaws and advocate for policy, financial, or implementation changes if necessary. (HPP #1)
Staff met with local ADU Resource programs and compiled information about Brewster's experience with ADU/ACDU bylaw since 2018. Planning Board will begin exploration of ADU bylaws in May.
 - b. Evaluate the effectiveness of the current rental voucher program. (HPP #21)
In process, regular conversations with HAC. Trust revised rent limit to 120% FMR. Quarterly reports provided to the Trust. Discussion scheduled for May.
 - c. Revisit the feasibility of a rent-to-own program. (HPP #22)
No properties yet identified. May tie in with Sea Camps exploration.
3. Evaluate the effectiveness and reach of the existing Community Development Block Grant (CDBG) home rehabilitation program, refine procedures, and study whether the Trust needs to explore supplementing the program in any way. (HPP #20)
Regular reports received from Baily Boyd Associates and provided to the Trust. Staff had positive feedback from community members, examined existing Town procedures, and recommended continuing as lead community. Select Board approved continuing as the lead for the regional grant. \$1.7 million grant application submitted for FY 22/23.
4. Continue to work to preserve the existing 3 Subsidized Housing Inventory (SHI) homes in distress and other units through outreach and, when required, with financial support. (HPP #21)
 - 212 Yankee Drive- Funds allocated. Request for Quotes put out for administration & oversight of preservation work & affordable resale. Town contracted with HAC and The Resource Inc. Assessment made for mold and infestation remediation, scope of work prepared, Advertised Quote Solicitation sent out, response chosen, and work completed. Septic inspection performed and repairs made. Assessment of plumbing and heating system completed. Currently working with TRI and preparing scope of work for

the remaining work on the home structure. Town disposal fees waived by Select Board and septic inspection fee waived by Board of Health. DPW assisted with garage cleanout and site work. Water and Health Departments have also helped during this process.

- 11 Sean Circle- Working with DHCD, continued communication and negotiations with Freddie Mac. This has involved site visits, meeting with Building Commissioner about requirements, examining OpenGov permit files, requesting information from Freddie Mac representative, and documenting the Town's request for a reduced resale price that accurately reflects the work still required for the home to be habitable and in compliance with code.
 - 88 Belmont Park- Sent letters and called homeowner. No response. Several site visits. Home currently appears vacant and needing repair/ painting.
5. Work with the Community Preservation Committee (CPC) to determine the future of the Brewster Buy Down program (HPP #21)
Housing Trust met with the CPC in January. A joint decision was made for the Trust to manage the Buydown program. The Trust will submit a CPC funding application by July 1, 2023.
 6. Develop rules and program guidelines for the BAHT, particularly around funding requests (HPP #8)
The Trust adopted Program Guidelines on September 1, 2022. Trust Guidelines were shared with the CPC and Select Board. The Trust's 5-year Financial Plan was also provided to the Select Board, CPC, and Finance Committee, as well as included as part of the FY24 budget documents. The Trust Guidelines are on the Housing Trust webpage.
 7. Participate in the Local Comprehensive Plan (LCP) process, including advocate and explore a review of current zoning as it relates to housing. (HPP #14)
The Trust participated in the LCP process, provided a letter of support for the LCP. The LCP did not pass at 11.22 Town Meeting. The Vision Planning Committee reconvened in 2023.

Educate:

1. Hold at least annual forums and Select Board updates as well as regularly post information on the Town website. - Community Housing Fair and Forum (HPP #14)
An in-person Community Housing Fair and Forum was held at the library in October 2022. Trust and housing-related information was regularly posted on the Town website. Housing Trust updates were made to the Select Board by Trust members.
2. Hold ongoing joint meetings with other committees such as CPC, BHP, SB & FC
The Trust held a joint meeting held with CPC and Housing Forum with BHP. No joint meetings were held with the Select Board or Finance Committee.
3. Hold, and/or participate in, Community Housing education sessions and forums that address or include Fair Housing, Local Preference, and Regional Partnerships. (HPP #7 & #15)
Housing Trust members participated in Housing Institute trainings and peer groups. The Trust provided the CPC with a letter of support for regional housing requests. Housing staff plan to hold an Information Session on Local Preference in June.



APPROACH TO IMPLEMENTATION

The table below outlines the potential responsible parties for each strategy, as well as possible time frames for select strategies. The final two columns on the right indicate whether the strategy follows a recommendation from the 2017 Housing Production Plan, and whether the strategy is connected to DHCD guidelines for Housing Production Plans (as outlined in Table 23 of this HPP).

Implementation Table

Implementation Strategies		POTENTIAL Responsible Entities		POTENTIAL Time Frame	Follow-up to 2017 HPP Strategy #	Meets DHCD Guidelines for HPP Strategies
		Lead	Support	TBD		
Regulatory Reform						
#1	Reevaluate the existing ADU and ACUDU bylaws and other references to accessory apartments; explore amendments to streamline these provisions and improve their efficacy.	Planning Building	BHP HC SB	Early (discussed)	#1	✓
#2	Amend zoning to clearly allow mixed uses that include housing in business-zoned areas.	Planning	BHP, SB HC, TA	TBD	#2	✓
#3	Reevaluate the existing multifamily dwelling bylaw (Section 179-34) and consider changes and other regulatory measures to facilitate multi-unit residential development.	Planning	HC, TA SB	TBD	#5	✓
#4	Explore measures to require or encourage the inclusion of affordable units in residential development over a certain number of units.	Planning	HC, TA SB	TBD	#4	✓
#5	Allow and incentivize the adaptive reuse of existing buildings for the creation of affordable and mixed income housing.	Planning Building TA, SB	HC ZBA	TBD	#6	✓
#6	Utilizing the findings of the ongoing Integrated Water Resource Management Plan, continue to identify appropriate wastewater treatment systems to enable the creation of denser housing development that can support the inclusion of affordable units.	Interdepartmental: Health TA, SB, Planning Natural Resources	HC	TBD	--	



Implementation Table

Implementation Strategies		POTENTIAL Responsible Entities		POTENTIAL Time Frame	Follow-up to 2017 HPP Strategy #	Meets DHCD Guidelines for HPP Strategies
		Lead	Support	TBD		
Funding & Assets						
#7	Continue to work with nearby communities on the Cape by pooling CPA funds and other resources to construct affordable housing in suitable locations throughout the region and meet regional housing needs.	CPC TA HC SB	BHP BAHT	Ongoing	#9	✓
#8	Develop a five-year financial plan for the BAHT and determine whether additional funding streams should be explored.	BAHT & Finance (FT) Team & SB	HC CPC	First (In process)	#7 & #8	
#9	Based upon the BAHT five-year financial plan, explore other funding opportunities to support housing initiatives at a range of income levels.	BAHT, CPC, FT, SB, TA & HC		After #8	#7	
#10	Explore local property tax incentives for the creation of affordable housing, such as offering a reduction of property taxes to an owner renting an affordable unit.	SB TA Finance	Assessor HC BAHT	TBD	#8	
#11	Develop criteria for assessing a property's suitability for the creation of affordable and attainable housing.	Planning HC BAHT Building Health	Cons Comm, Open Space TA, SB	First	#15	✓
#12	Inventory existing Town-owned land using the criteria developed to determine suitability for housing; develop and issue an RFP for the development of affordable and attainable housing on properties identified as suitable for housing development.	Planning HC TA BAHT Cons Comm	Assessor SB Open Space	After #11	#15	✓
#13	If deemed necessary based upon the findings of the Town-owned land inventory, develop and issue an RFP for the acquisition of privately held land for the creation of affordable and attainable housing.	BAHT TA HC	Planning SB	After #12	--	✓



Implementation Table

Implementation Strategies		POTENTIAL Responsible Entities		POTENTIAL Time Frame TBD	Follow-up to 2017 HPP Strategy #	Meets DHCD Guidelines for HPP Strategies
		Lead	Support			
Education & Advocacy						
#14	Develop a collaborative housing education plan that connects to the Town's Local Comprehensive Plan (LCP).	BAHT BHP HC	Vision BHA COA	Early (In process)	#13 & #16	
#15	Continue to ensure regular participation by staff and members of Town bodies in available trainings on housing-related issues including fair housing, local and regional housing needs, comprehensive permit administration, and other relevant topics.	HC BAHT BHP	Planning CPC ZBA SB Finance	Ongoing	#13	
Local Policy & Planning Strategies						
#16	Continue to make good use of 40B, including the Local Initiative Program (LIP), as a vehicle for creating affordable housing.	BHP BAHT HC, TA	SB ZBA CPC	Ongoing (Brewster Woods, Habitat)	#14	✓
#17	Encourage public/private partnerships to facilitate the collaborative production of affordable housing to meet a range of community needs.	BAHT BHP HC TA	SB Planning CPC	TBD	--	✓
#18	Continue to monitor the impacts of short-term rentals on the availability of year-round rental units; review and consider changes to local policies accordingly.	SB Finance TA	BAHT HC	Ongoing	--	
#19	Increase housing staff capacity to ensure continued and consistent collaboration with the Building, Conservation, Health, and Planning Departments.	TA Finance HC	Interdepartmental: Building Planning	TBD	#12	



Implementation Table

Implementation Strategies		POTENTIAL Responsible Entities		POTENTIAL Time Frame	Follow-up to 2017 HPP Strategy #	Meets DHCD Guidelines for HPP Strategies
		Lead	Support	TBD		
Community Resources & Local Support						
#20	Continue the CDBG-funded housing rehabilitation program to enable income-eligible homeowners to make critical home repairs.	HC TA Finance Building	SB	Ongoing	--	
#21	Evaluate current CPC-funded housing initiatives and consider adjusting to meet current needs.	BAHT CPC, SB HC	BHP	Early/ Ongoing (Discussed)	--	
#22	Explore other opportunities for direct support for eligible households, including partnerships with local non-profits and housing assistance providers.	HC BHP BAHT	COA CPC BHA	TBD	--	

Notations:

BAHT- Brewster Affordable Housing Trust
 BHA- Brewster Housing Authority
 BHP- Brewster Housing Partnership
 COA- Council on Aging
 CPC- Community Preservation Committee
 Cons Comm- Conservation Committee

FT- Finance Team
 HC- Housing Coordinator
 SB- Select Board
 TA- Town Administration
 ZBA- Zoning Board of Appeals

**Buydown Program
Terms for discussion &
possible vote**

Parameters of Affordable Housing Trust Buydown Program

For discussion May 11, 2023

Proposed Program: The Affordable Housing Trust may provide up to \$50,000* of grant assistance for eligible buyers purchasing a home in Brewster. The program, contingent on existing funds, is available to households qualifying at 80% AMI (Area Median Income) who agree to place a permanent affordable housing deed restriction on the home. The program is targeted to preserve affordable homes already on the Town's Subsidized Housing Inventory (SHI). The grant funds will reduce, buydown, the purchase price of the home. In extenuating circumstances, the Trust may decide to direct funds in connection with a purchase to assist with verified, required repairs which will help preserve the home. The grant assistance is provided as an interest free loan which is forgivable after 30 years.

*Amounts over \$50,000 may be considered but will require approval of both the Affordable Housing Trust and the Select Board.

Amount of Grant Assistance: The amount of assistance will be determined on a home-by-home basis. The aim is to ensure that SHI home resales are affordable to households making 80%AMI. If necessary, the Trust will consider making the home affordable to a household at 70%AMI. It is expected that buydown grants will range up to \$50,000. Amounts over \$50,000 may be considered but will require approval of both the Affordable Housing Trust and the Select Board.

Program Eligibility (from original CPC Buydown Program):

- First Time Homebuyer, defined as someone who has not owned a home within the past 3 years. Some exceptions.
- The household must occupy the property as their principal residence.
- The property must be located in Brewster.
- A household cannot have more than \$75,000 in assets.
- The total household income must not exceed 80% of AMI.

Maximum Household Income Limits for 2022

2022 HUD Income Limits	Household Size	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons
Affordable limits	80% of AMI	\$60,900	\$69,600	\$78,300	\$86,950	\$93,950	\$100,900

**Brewster Rental
Assistance Program:
Discussion on
continuation, terms &
Request for Quotes**



Town of Brewster

2198 Main Street
Brewster, MA 02631-1898
Phone: (508) 896-3701, ext. 1169
Fax: (508) 896-8089

Office of:
Housing

MEMORANDUM

TO: Brewster Affordable Housing Trust Fund
FROM: Jill Scalise, Housing Coordinator
RE: Brewster Rental Assistance Program
DATE: May 2, 2023

Background:

In 2019 the Housing Trust drafted a mission statement, goals, and priorities for the Trust. One of the FY20 priorities initiatives was: *Develop new affordable housing (without building): Explore and potentially begin steps to create a rental assistance voucher program and/ or rent to ownership style program.*

The Trust created a Rental Assistance Task Group with Maggie Spade-Aguilar, Tim Hackert, and Housing Coordinator, Jill Scalise. Over several months the Task Group met and created proposed program parameters for discussion by the Trust. During this period, the Covid-19 pandemic hit, and the Lower Cape towns met and collaborated on suggested guidelines for a Covid-19 rental assistance program. The Housing Trust incorporated aspects of the Lower Cape Covid-19 program into the Brewster program.

In the summer 2020 the Brewster Affordable Housing Trust established a rental assistance program with a Covid-19 assistance component and put out a Request for Quotations (RFQ).

The program was funded with a December 2018 Community Preservation Act (CPA) award to the Housing Trust "to acquire, create, preserve, rehabilitate, and/or support community housing in the Town of Brewster." The Trust allocated \$75,000 of the CPA funding for the Brewster Rental Assistance Program (B-RAP).

In August 2020, the Town executed a one-year contract with Housing Assistance Corporation (HAC) to manage the program with \$75,000 available for rental assistance and program administration. Based on conversations with HAC and actual program implementation, the Trust has evaluated and made slight adjustments in the B-RAP parameters over the past 2 ½ years.

In May 2021, Brewster Town Meeting approved an additional \$150,000 CPA award to continue the B-RAP, including a Covid-19 assistance component. Thus, a total of \$225,000 has been funded and designated for rental assistance.

In August 2021, The Housing Trust voted to extend HAC's contract for an additional two years. This contract will end in August 2023.

The Housing Trust FY22-23 priority initiatives include, *Develop new affordable housing (without building): Evaluate the effectiveness of the current rental voucher program.*

Rental Assistance Program:

Attached is a 'Fact Sheet' of the current rental assistance program as well as proposed guidelines for discussion if the Trust decides to continue the program. It is suggested that, going forward, the Covid-19 assistance component be eliminated as it has not been used in over 2 years and the pandemic emergency officially ends May 11, 2023.

The Housing Trust receives quarterly program reports from HAC. Currently 7 households are receiving funds with 2 pending evaluations. Program participation has increased in the past year. Looking at the program history, one household was approved in November 2020, with assistance ending in 2021. Then, from December 2020- June 2022, there were no new participants. Five households entered the program from July- November 2022 and two households were approved in 2023. The increase in program participation correlates with a decrease in available government assistance.

Quote from HAC employee providing services for the Brewster Rental Assistance Program:

"As someone who works on the frontlines with families and individuals experiencing housing instability, having the Brewster program is just one more "tool in the toolbox" that potentially could prevent homelessness. All the households I work with are extremely grateful for the assistance and are not sure where they would be without out.

I think the ongoing stipend is key. Not many financial assistance programs offer that. Typically, it's one payment and one month's stipend."

Funding & Payments:

According to the agreement with HAC, the Town is billed, and charged, only after assistance payments are made from the Brewster Rental Assistance Program Fund. Brewster funds are accessed after all other funding possibilities have been exhausted. Since July 2020, 77 Brewster households have received \$381,871 in other housing funding assistance through HAC, mainly through federal and state funding like the RAFT (Residential Assistance for Families in Transition) program. Outside funding in 2023 has not yet been determined because of a change in state assistance reporting.

Total Brewster CPA funds that have been designated for rental assistance = \$225,000.

As of March 1, HAC had allocated payments of \$36,000. Allocations are reevaluated yearly. The Town’s BRAP invoices/payments made through 5.02.23 are \$20,475.

Brewster Financial Assistance through Housing Assistance Corporation (HAC) including the Housing Trust Rental Assistance Program (B-RAP)

Quarterly Report date	Number of Brewster Households Assisted	Amount of other Assistance for Brewster Households	Number of B-RAP Households Approved	Total Amount of B-RAP Assistance in Quarter
March 1, 2022	Unknown	Unknown	-	\$7,875
Dec 1, 2022	7	\$16,329	3	\$4,725
Sept 1, 2022	6	\$26,679	2	\$1,575
June 1, 2022	11	\$86,202	--	--
March 1, 2022	6	\$28,711	--	--
Dec 1, 2021	12	\$59,662	--	--
Sept 1, 2021	11	\$60,997	--	--
June 1, 2021	11	\$60,916	--	\$525
March 1, 2021	5	\$19,426	--	\$1,575
Dec 1, 2020	8	\$22,949	1	\$4,200
TOTALS	77	\$381,871	6	\$20,475

Note: One household left the program in 2021.

As of May 2nd, 7 households are receiving funds with 2 pending evaluations. This is a current cost of \$3,675/ month. 9 households could cost \$4,725. The maximum rental assistance is \$500/ month and there is a \$25/ monthly household administration fee.

At least \$150,000 in BRAP funding is expected to remain available for funding after the current contract ends in August 2023. At the current funding rate, the cost for 10 households would be \$5,250 per/month, \$63,000/ year, or \$189,000 for 3 years.

The actual administrative costs would be determined by the response(s) received to the Request for Quotes (RFQ).

Next Steps:

1. Determine if the Trust would like to continue the Rental Assistance Program.
2. If so, determine the program terms of the Brewster Rental Assistance Program.
3. If so, prepare an RFQ for the program. Determine funding cycle, last time one year contract with an opportunity to contract for an additional two years.

FACT SHEET

Brewster Rental Assistance Program including COVID Emergency Rental Assistance

Goal: To provide economic assistance for affordable rental housing with social support services to bridge households and assist them in accessing and maintaining market, and affordable, long term housing options. Additionally, to support COVID impacted households in maintaining housing.

Funding Source: Created by the Brewster Affordable Housing Trust, rental assistance is supported by the residents of Brewster through grants of Community Preservation Act (CPA) funds. The program is managed by Housing Assistance Corporation (HAC).

Requirements for ongoing Rental Assistance Program

- Must be a Brewster resident or employee or have a child in Brewster public elementary schools.
- Household income must be below, or at, 80% AMI and paying over 30% of income on rent.
- Rental unit must be located in Brewster, be a legal rental unit, and have a written lease.
- Monthly rent amount must meet HAC's determination of 'rent reasonableness' for Barnstable County, rent cannot exceed 120% of HUD fair market value for Barnstable County.
- Participants may not be receiving other rental assistance.

Program Guidelines for ongoing Rental Assistance

- Up to \$500 per month rental assistance (amount based on tenant portion of rent at 30% of household income; childcare costs & high or emergency health care costs, may be included in determination).
- Lease payments made directly to landlord.
- Annual review and adjustment of rental assistance, with maximum of 3 years of assistance subject to funding availability and active participation in program.
- Participants are required to participate in case management.

Parameters of COVID-19 Emergency Rental Assistance

- This emergency assistance has more flexibility, is available for post-COVID-19 income up to 100% AMI, considers an increase in COVID related expenses and is limited to a one year, \$6,000 total benefit.

Applying for Brewster Rental Assistance

The Housing Assistance Corporation (HAC) is administering Brewster's rental assistance program, including COVID-19 relief. To apply, contact HAC at 508-771-5400, email hac@haconcapecod.org or apply online at www.haconcapecod.org/programs/homeless-prevention. [Application for THRIVE Program \(cognitofirms.com\)](http://www.haconcapecod.org/programs/homeless-prevention)

2022 HUD Income Limits	Household Size	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons
80% AMI		\$60,900	\$69,600	\$ 78,300	\$86,950	\$93,950	\$100,900
100% AMI		\$76,100	\$87,000	\$97,850	\$108,700	\$117,400	\$126,100

For more information about the creation of the Brewster Rental Assistance Program, contact Jill Scalise, Brewster Housing Coordinator at jscalise@brewster-ma.gov or 508-896-3701, ext. 1169

Brewster Rental Assistance Information Sheet and Program Guidelines 5.2023

Goal: To provide economic assistance for affordable rental housing with social support services to bridge households and assist them in accessing and maintaining market, and affordable, long term housing options.

Funding Source: Created by the Brewster Affordable Housing Trust, rental assistance is supported by the residents of Brewster through grants of Community Preservation Act (CPA) funds.

Requirements for ongoing Rental Assistance Program

- Must be a Brewster resident or employee or have a child in Brewster public elementary schools.
- Household income must be below, or at, 80% AMI and paying over 30% of income on rent.
- Rental unit must be located in Brewster, be a legal rental unit, and have a written lease.
- Monthly rent amount must meet HAC's determination of 'rent reasonableness' for Barnstable County, rent cannot exceed 120% of HUD fair market value for Barnstable County.
- Participants may not be receiving other rental assistance.

Program Guidelines for ongoing Rental Assistance

- Up to \$500 per month rental assistance (amount based on tenant portion of rent at 30% of household income; childcare costs & high or emergency health care costs, may be included in determination).
- Lease payments made directly to landlord.
- Annual review and adjustment of rental assistance, with maximum of 3 years of assistance subject to funding availability and active participation in program.
- Participants shall participate in case management.

Financial Commitment

- \$ 150,000 designated. Ability to serve up to 10 ongoing households per year. If the 10-household limit is reached, discussion with the Housing Trust is encouraged.

Program Application and Review Process

Household Income Eligibility: The gross income of the applicant and all other members of the applicant's household over the age of eighteen (18) may not exceed 80% of the Area Median Income for Barnstable County. Currently, an applicant's total household income cannot exceed these limits:

2022 HUD Income Limits	Household Size	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons
80% AMI		\$60,900	\$69,600	\$ 78,300	\$86,950	\$93,950	\$100,900

Application Process:

- All potential applicants must complete an application and attach requested documents.
- Assistance with the submission of the application is available to those with limited computer access.
- Applicants have the right to request a reasonable accommodation(s), which may include a change to a rule, policy, procedure, or practice to afford a person with a disability an equal opportunity to participate fully in the housing program or to use and enjoy the housing.
- Free language assistance is available to households with limited English proficiency.
- Qualifying households will be offered the opportunity to enter into a Rental Assistance Agreement with their landlord and the Program Administrator.
- The Program Administrator will proceed through the applications in this manner until the limit of 10 households receive ongoing monthly assistance is reached.

Affirmative Marketing Methods:

The Program Administrator does not discriminate on the basis of race, color, religion, national origin, disability, familial status, sex, age, marital status, children, sexual orientation, genetic information, gender identify, ancestry, veteran/military status or membership.

Marketing Activities

Marketing activities will be conducted on an ongoing basis. Efforts include:

- 1) Town website pages
- 2) Email outreach to local employers and non-profit organizations, housing developments with affordable units, and Brewster legislative delegation.

Applications will be available on-line at the Program Administrator's website, or via paper and the US Postal Service. In all cases the process begins by contacting the Program Administrator's office. The Program Administrator staff are available to assist individuals in the completion of their application and can accommodate households with disabilities that may impede their ability to complete the application. The Program Administrator staff can also arrange for assistance for households that have limited English proficiency. Applicants have the right to request a reasonable accommodation, which may include a change to a policy, procedure, or practice to afford a person with a disability an equal opportunity to participate fully in the housing program or to use and enjoy the housing.



Brewster Rental Assistance Program

Program Standards

Component	Program Standard
Income Restriction	Program serves households up to 80% Area Median Income (AMI).
Benefit	<p>It is expected that all other resources available to a household will be assessed and accessed before these rental assistance funds are used.</p> <ul style="list-style-type: none"> - Up to \$500 per household per month, for a maximum of \$6,000 in a 12-month benefit period. - First come, first served.
Local program administration	Program Administrator has a physical office and staff based on the Lower Cape.
Professional case management	<p>Program administration includes professional case management provided by staff with significant Lower and Outer Cape experience and/or a relevant degree. Staff receives continuing education. Preferably, program administrator employs case managers who are fluent in non-English languages spoken on the Lower and Outer Cape. If needed, translation services must be available for program participants.</p> <p>Program administration includes:</p> <ol style="list-style-type: none"> 1. Initial intake 2. Assessment of need and available services 3. Professional case management 4. Financial counseling if needed 5. Standardized data collection & reporting (see Outcomes & Metrics) 6. Follow up and re-evaluation as needed. Including an annual review and adjustment of rental assistance, with a maximum of 3 years of assistance subject to funding availability and active participation in program.
Funding Source	Existing Community Preservation Act (CPA) funds already allocated for Rental Assistance.
Program Evaluation	The Brewster Affordable Housing Trust and Housing Coordinator will review quarterly reports. Based on program evaluation, the Housing Trust and Program Administrator may agree to make adjustments to the Brewster Rental Assistance Program.

Brewster Rental Assistance Program

Outcomes & Metrics

All metrics are recorded quarterly at 3, 6, 9 and 12 months.

Outcome (The program is successful when...)	Metric (How we measure the outcome)	Notes
Household maintains housing	% of households reporting "Yes"	Self-reported (Yes/No)
Household maintains childcare	% of households reporting "Yes"	Self-reported (Yes/No)
Household can afford adequate food	% of households reporting "Yes"	Self-reported (Yes/No)
Household can afford heat/utilities	% of households reporting "Yes"	Self-reported (Yes/No)
Households avoids eviction	<ul style="list-style-type: none"> • % of households reporting "Yes" • % of households who have received correspondence related to a threat of eviction 	Self-reported
Additional resources identified & secured	<ul style="list-style-type: none"> • % of households receiving other assistance • List of other assistance received • List of all resources accessed, per household, due to program 	
Household reports that assistance has a positive effect	<ul style="list-style-type: none"> • % who experienced a change in employment status during program participation • % able to sustain tenancy after assistance 	Collect anecdotal success story per household, if applicable
Program equitable serves households of color	% of households served that are non-white is greater than or equal to the race demographics of the town	Self-reported based on any household member

Additional data to be collected:

- # of households served broken down by adults, seniors and children
- Occupation of all household members
- Household's income and percentage of area median income (AMI)
- Race and ethnicity of all household members
- Gender of all household members, including non-binary categories
- Number of households who have applied for Rental Assistance compared to emergency rental assistance
- Average award per household
- Household size
- Reasons applications not accepted
- Trends in AMI and notes regarding emerging trends

Housing Coordinator Update

Housing Coordinator Update March 2023

Jill Scalise

Ongoing Activities/ Projects

1. Community Outreach and Education (Housing Production Plan (HPP) Strategy #14)
 - Responded to email and phone requests for information and assistance, 63 total requests for housing information (43) or assistance (20). Open office hours Thursday from 10-noon.
 - New website, and Housing Office webpage, debuted. Completed Housing Program annual report.
2. Brewster Affordable Housing Trust (BAHT) (HPP assorted strategies, Select Board (SB) Strategic Plan H-1)
 - Continued work throughout report. Exploring oversight & parameters of affordable buydown program.
3. Community Housing Parcel off Millstone (SB Strategic Plan H-4, HPP Strategies #12 & 16)
 - Zoning Board of Appeals (ZBA) Comprehensive Permit hearing continued for Preservation of Affordable Housing (POAH) and Housing Assistance Corporation (HAC). Provided information. Compiled Brewster affordable housing parking lot use data.
 - Housing Partnership provided a letter of support to the ZBA regarding Millstone affordable housing.
4. Redevelop Existing Properties for Affordable Housing (HPP Strategy #5)
 - Serenity at Brewster (55+ rental housing, 27 affordable units): With Asst. Manager Kalinick, met with on-site manager. Affordable units all leased. Approx. 30 market rate units remain available. Bus working well.
5. Comprehensive Permit Projects (HPP Strategy #16)
 - Brewster Woods (30 affordable rental units): Fully leased. 30 units restored to SHI. CPC closed out funds.
 - Habitat for Humanity Red Top Road (2 affordable homes): Amended regulatory agreement approved by Select Board. Received affirmative fair housing marketing plan for homes.
6. Preservation of Housing and Related Support of Brewster Residents (SB H-3, HPP Strategy #20)
 - Brewster's rental assistance program- Met with HAC about program. 6 households have monthly assistance.
 - Community Development Block Grant (CDBG)- 10 housing rehab projects underway, three large projects.
7. Subsidized Housing Inventory (SHI) (HPP Strategy #21 & 22)
 - 212 Yankee Drive- Mold and infestation remediation complete. Housing Trust approved funds for repair of septic system. Plumber to test plumbing, heating, and piping systems. This will inform scope of work.
 - 11 Sean Circle- Freddie Mac did septic work, looking to sell. Site visit with HAC to determine status.
 - 14 Yankee Drive- CPC approved \$62,500 buydown enabled affordable resale. Documents prepared and signed. Closing completed and home sold.
8. Housing Production Plan (HPP) (Select Board Strategic Plan Goal H-2)
 - Reevaluating ADU/ACDU bylaw. Met with Town Planner Idman and Asst. Town Manager Kalinick, Met with CDP about Brewster residents/ADU Resource Center. Also discussed ADU resources with HAC.
 - Plan to hold educational session about Local Preference for several boards/ committees in June.
9. Collaboration (HPP Strategy #7)
 - Met with Harwich Housing Advocate as well as HAC about Brewster's Housing Program; discussed deed restriction feasibility study with Community Development Partnership; took part in a Tufts/ MHP study, including survey & interview, on Housing Trusts; and attended Making the Case call & HOME Consortium.

Upcoming Events:

- Brewster Woods Ribbon Cutting Tuesday May 9th, time TBD.
- Brewster Regional CDBG Housing Rehab & Childcare Interim Public Hearing May 11th at 11AM, Zoom.
- Marketing expected to begin in May for two affordable 3-bedroom Habitat homes on Phoebe Way.

Personnel

- Participated in CPC, Housing Partnership, and ZBA meetings. Worked with: Assessor's, Building, Council on Aging, Finance, Health, Planning, Public Works, Sea Camps Discovery, Water, and Town Administration.
- Attended training for 30B Procurement Law and new website. Completed state ethics training.

**FY 21 Brewster Regional CDBG Grant
Quarterly Report
For the period ending 3/31/23**

Administration & Management

The Brewster Regional CDBG grant is progressing very well. We are on schedule to complete the program on time and despite challenges, including longer-than-usual material delays and the need to hire and train a new Rehab Specialist. We are fortunate to have two experienced Rehab Specialists working with us now and they have adapted their skills to coincide with the more stringent requirements of our program. The town of Brewster is very responsive to all grant needs and is an exceptional lead community. The fiscal component of the CDBG grant is functioning very well.

Housing Rehab Program

We have **13** projects in the pipeline: **10** under contract of which: **6** completed and closed out, **3** under construction with **1** septic installation still underway, complicated by town water hook up due to a contaminated well, **1** was moved over from FY20 when at the 11th hour severe mold was discovered as the bathroom was getting a tub to walk-in shower for the elderly homeowner. We have **3** projects out to bid and loans to close next week (April 17th) and several in the application phase. The breakouts are **Brewster 4** projects, **Dennis 5** projects and **Wellfleet 4** projects. **Six** households are elderly (2 single females and 2 couples) and **3** are families, one with children under 6. Lead and septic are the big money items this grant cycle. The 2 of the 3 going out to bid have significant lead hazards that must be addressed: one being a young family with two children under two years old living in an antique home circa 1740. The other lead project is owned by a senior. There is lead literally everywhere along with a leaking roof and glass fuses. Each item is an emergency and left undone would pose seriously hazardous conditions for the homeowner. Sorting through the intense lead reports and searching for the most economical means to address the issue has been a monumental task, requiring several visits with the rehab specialist, moderate risk GCs and a high risk deleader. The third project going out to bid is a mobile home. Everything seems to be outside the box this grant cycle!

Operations

Our new primary rehab specialist hit the ground running with heroic efforts to make up for lost time. We are now setting our sights on recruiting more GCs for the program. We had 2 new GCs join in on walk throughs for the new grant and one is working on getting his own GC license after working as a sub for several years. Since we are working off a substantial waitlist (with more calls coming in every day), expanding our GC list is now a priority. We now only have 3 GCs from our pre-Covid roster, so it is time to search out new talent.

Marketing in the Community

Towns continue to do an excellent job of updating their sites and sharing information. Word of mouth is by far the most effective and widespread. The COAs are featuring a blurb about the Housing Rehab Program in each newsletter.

FY21 Program ~ Aftershocks & Inflation.

As if supply disruptions weren't enough to slow down progress last cycle, this cycle we are grappling with high costs of everything on Cape Cod and a labor shortage due to the lack of affordable housing for workers and those that have workers are still super busy. Everything is taking longer to schedule, i.e., permitting, septic designs & installations, plumbers, electricians, and our high risk deleader is coming from off Cape and we are using him more and more due to the increased presence of lead in these projects. Prices are coming in very high, so we are working diligently to enlist other collaborators to leverage funds. For far we have 5 households that have been referred to Cape Light Compact for heat pumps due to their failed or non-existent heating situations. Lead paint hazards and septic systems are prevalent in this grant cycle

and almost every project is hitting their funding capacity and some exceeding. We are struggling to fund the most critical issues and preventive repair that we used to be able to address (energy efficiency) are falling off the scope. We have reached out to the Red Cross to enlist their assistance with smokes/CO2s. It is not much – but every bit helps now.

PERFORMANCE MEASURES - HOUSING REHABILITAION:

- # of homeowner units occupied by elderly: 11
- # of homeowner units moved from substandard to standard: **10**
- # of homeowner units made accessible: 3
- # of homeowner units brought into compliance with lead safety rules: **5**

LEAD PAINT REPORTING

<u>*Applicable Lead Paint Requirement:</u>		<u>*Lead Hazard Remediation Action</u>	
Housing constructed before 1978	9	Lead safe Work Practices ~ (Hard costs <\$5k)	4
Exempt: housing constructed 1978 or later	4	Interim Control or Std Practices ~ (Hard costs \$5K -\$25K)	3
Otherwise exempt		Abatement ~ (Hard costs > \$25,000)	2
Exempt: Hard costs <= \$5,000			
Total	13		
			Total 9

*****as projects come under contract, the performance measures & the lead hazard remediation action will be filled in.**

Real Life in Wellfleet: A homebound elderly woman battle health issues, isolation & collapsing floors.

- Failed roof – replace roof & gutters; deteriorated siding and trim – replace; replace inefficient doors.
- Failed bulkhead and access – bulkhead stairs collapsed causing her primary Homeowner’s Insurer to cancel her. She currently gets her homeowner’s insurance through the bank that carries her HELOC. These repairs will allow her to get fully insured again; Barrier removal – steps & railing to access the driveway, bathroom & kitchen mods to create walk in shower, widened door to bathroom and kitchen repairs to rotted flooring and counters. **Conclusion ~ the building permit was delayed until a septic inspection could be conducted. Good news here, no septic replacement is needed! The town conditionally passed the system with a pump & repair, though it will need a new system upon sale of the home.**

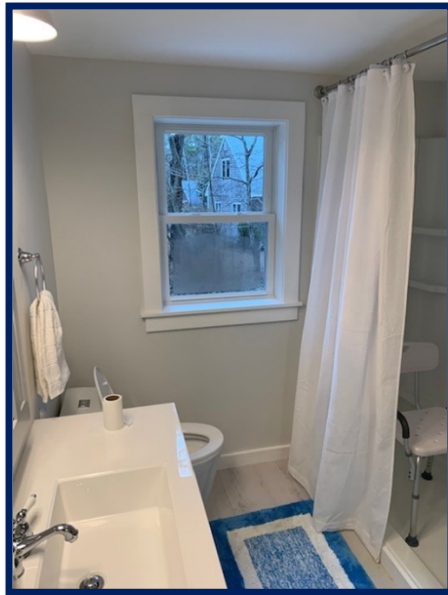
Before ~ All kinds of code deficiencies-inside and out.





After ~ The homeowner's insurance inspector will be happy to see this repair!





It should be noted here that we have some of the best humans (GC~Cedar Crest Properties) working in this program. These kitchen cabinets were infested with mice. Because the project was hitting the 50K cap, the GC took care of the unwanted intruders as a humanitarian gesture- no charge. This is one lucky homeowner.

FY21 Brewster Childcare Subsidy Program

The FY21 Brewster Regional Childcare Subsidy Program has had another successful quarter, with more applicants joining the program and participating families continuing to bill for their childcare costs. Over the next quarter, we anticipate that many families will be shifting gears towards summer, a busy season in the area for local families who are employed in the service sector. We're prepared to assist those families with the search for summer childcare and the application process. To date we have received 24 applications and approved 14, a total of 19 children. We've encumbered just shy of 60% of funds so far.

Performance Measures:

New Access: 14

Improved Access: 5

No Longer Substandard: 0



TO: Donna Kalinick, Jill Scalise, Town of Brewster
FROM: Cassie Boyd Marsh, Bailey Boyd Associates, Inc.
DATE: May 1, 2023
RE: FY21 Brewster CDBG Program Monthly Update

Administration:

The administration of the grant continues to go well, with funds moving steadily and DHCD reports submitted on time with positive feedback. We're looking forward to the Interim Public Hearing on May 11th.

Housing Rehabilitation:

Progress continues in the housing rehab program- we now have 14 projects approved and in all stages of the process. 5 homes are complete and 5 are under construction. 2 projects have gone out to bid for their General Contractor and will be heading under construction this month. We're assisting one approved homeowner with their fuel assistance application. If approved, fuel assistance could provide services that would free up CDBG funds to address other critical needs. Lastly, the 14th project is being visited by the Housing Rehab Inspector and Lead Inspector this week, doing the project intake pieces that help us put together bid documents.

Given the scope of needs in many of the homes we visit, TRI is working with homeowners to access all funding opportunities available to them. TRI has a stellar history of leveraging funds with partnering programs, maximizing the impact we're able to make on homes with a wide range of critical needs.

We're looking forward to continued progress this program year, and continue to see our waitlist grow in anticipation of future funding.

Childcare Subsidy Program:

We are pleased with the continued progress of the Childcare Subsidy Program, which is now 63% encumbered for the year. We've received applications from 26 local families and are funding 21 approved children. Over the past month, we've started hearing from families in need of summer care for their children. Summer is a busy time for LMI working families in the region, especially those who rely on the tourist season to earn the majority of their annual income. We work with wonderful summer programs and fund many school-aged children who require care while their parents work. We expect those applications to continue rolling in over the next two months, leading to summer break.

April 21, 2023

Nicole L. Anthony
14 Yankee Drive Brewster Ma.
XXXXXXXXXXXX

Jill Scalise
Brewster Housing Coordinator Brewster Town Offices
2198 Main Street
Brewster, MA 02631
Re: 14 Yankee Drive

Dear Jill,

It is with excitement and great pride that I write my new address on the top of my letter to you! I want to thank you and everyone involved with Brewster Housing for giving me the opportunity to purchase 14 Yankee Drive.

As you may know, I was born and raised in Brewster. Returning to my hometown and owning my own place is a dream come true.

I have met several of my neighbors and they have been very welcoming. I recently painted the unit and I am in the process of installing new flooring. I am excited to start furnishing and decorating. I am looking forward to having my first cookout with friends and family this summer! None of this would have been possible without the hard work and commitment from you and the Brewster Housing team, I will continue to support the program and I can't thank you enough!

Nicole Anthony-Owner

Year-round Housing Deed Restriction Information

Select Board Embraces Year-round Housing Bill

So Town Could Purchase Housing Deed Restrictions

by Alan Pollock

CHATHAM – When the town wants to ensure that a tract of open space remains undeveloped, it can purchase a deed restriction to make sure the land is conserved forever. The select board is hoping a bill on Beacon Hill will give it the same tool to preserve year-round housing units.

Modeled after a successful program in the resort community of Vail, Colo., the legislation would allow municipalities to purchase deed restrictions keeping properties in use for year-round housing in perpetuity. Filed by State Sen. Julian Cyr, D-Truro, the bill aims to preserve housing stock for year-round residents who earn too much to qualify for subsidized housing but not enough to compete with buyers with deep pockets who are looking for vacation homes.

Select board member Shareen Davis brought the matter to the attention of the board last week and urged them to sign a letter of support for the bill, known as SD.1040. The legislation has the support of State Rep. Sarah Peake, D-Provincetown, and won the unanimous endorsement of

the Cape and Islands Municipal Leadership Association. The bill was crafted by select board members from Provincetown and Nantucket with help from their town counsels.

With affordable housing programs already in place to help people who earn up to 80 percent of the area median income (AMI), or about \$60,900 for an individual, there is a serious need to help working people bridge the gap between what they earn and what the housing market demands.

“It’s displacing households making \$100,000 or less, which is much of our workforce,” Davis said. The population is sometimes referred to as the “missing middle.” According to a recent study, about 48 percent of the Cape’s workforce — about 42,000 people — live over the bridges and commute here to work.

“A year-round deed restriction would be an important tool to help the missing middle,” she said. The bill would change the law to add a year-round housing occupancy restriction category to other land use restrictions that are on the books, like those for historical, agricultural and conservation

lands. The legislation would allow deed restrictions on housing properties without any restrictions based on an occupant’s AMI.

“This is straightforward legislation that would give us the ability to create our own year-round, deed-restricted housing,” Davis said. If the bill passes, individual communities would then craft their own bylaws and develop systems for purchasing the deed restrictions.

“This letter would signal our approval or our support for this act,” select board Chair Jeffrey Dykens said. “It doesn’t mean it’s going to happen yet.”

Davis said the town needs to begin a conversation about how it would implement such a program and how it would be funded. But in broad terms, if an owner of a home wants “to see that it stays year-round, there would perhaps be a program in town that would allow us to pay a certain amount of money to put that restriction on that home. That’s the program that we would be building,” she said.

Board member Cory Metters said a key challenge the town faces when trying to

preserve housing units involves timing. “We always get bogged down in the process and it takes longer than it should, so we lose out on things,” he said. Would the deed restriction program allow the town to move quickly when opportunities arise?

“The beauty of it is that we can build this model to be what we need to have for the town,” Davis said. “The next step, I think, is for us as a town to start looking at what that sort of bylaw would look like for us.”

As part of the town’s strategy to increase its stock of workforce housing, the idea of year-round housing deed restrictions has already been raised during a discussion of the proposed West Chatham zoning changes, select board member Mike Schell said.

“It’s obviously timely,” he said. He praised Davis for advocating for the bill. “Thank you very much for bringing this forward. It’s a very important initiative,” he said.

The board voted unanimously to send a letter to the legislative chairs of the Joint Committee on Housing asking them to vote to advance the bill.

For Your Information



Housing Cape Cod

THE REGIONAL STRATEGY



CAPE COD
COMMISSION

Increased housing types and options are needed on the Cape.

Help us think about future housing development and redevelopment.

Take this 10 minute survey, your voice is important!

[www.capecodcommission.org/
HousingSurvey](http://www.capecodcommission.org/HousingSurvey)



Where do you envision housing in your community?



www.capecodcommission.org/housing



Brewster Council on Aging

Wellness Fair

Over 20 vendors

Cape Medical Reserve

Karas Construction Co.

Family Food Pantry

Brewster Recreation Department

Parish Nurse Ministries of Cape Cod

Cape Light Compact

NAMI of Cape Cod

Cape Wellness Collaborative

Brewster Health Department

Hearts & Paws Companion Dogs



Health Screenings

AND MUCH MORE!

Friday, May 19th, 2:00 - 4:30

BREWSTER BAPTIST CHURCH

1848 Main Street

Home > Comics > Comics Features

Superman's First Comics Prove He Was Always A Social Justice Warrior

Superman has always stood for social justice and societal change, and his earliest stories in *Action Comics* demonstrate these ideals perfectly.

BY DAVID MILLER PUBLISHED MAY 1, 2022



Since his inception, [Superman](#) has fought for social justice and societal change, and his earliest stories in *Action Comics* prove this. With more than 80 years of stories in comics and

numerous other media. Superman has evolved, and while he's best known for battling mad
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industrial threats, his first stories had him fighting against real-world evils.
At his core, Superman represents incorruptible good and the potential for positive societal
change, rather than maintaining a potentially unjust status quo.



Ad

Created by Jerry Siegel and Joe Shuster, Superman is widely considered to be the first modern superhero, creating the genre that remains a pop culture powerhouse. *Superman* comics are more than just a means of telling action-packed comics, however. His story is also a metaphor for refugees and immigrants who prosper in the United States while holding on to their heritage. Superman is a cathartic figure for many, as his character is as invulnerable as his physiology, making him an unstoppable force of social justice who might even operate outside of the law if it means helping others.

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Batman And Superman Return To Their Golden Age Costumes

Superman's fight for social justice is depicted particularly well in the eighth issue of *Action Comics*, by Jerry Siegel and Joe Shuster, where Superman prevents the arrest of a group of young thieves. The delinquents are impoverished, living in slums and committing crimes to simply survive. Superman then destroys the slums and leaves the city with no choice but to replace them with affordable housing. Superman becomes an outlaw as a result, but even the chief of police privately appreciates his actions. Superman protects people instead of property and breaks a cycle of poverty of crime rather than simply allowing the young thieves to be arrested.

Ad

NIMBLY, HE RACES THRU THE STREETS, EXPLOSIONS DODGING HIS FOOTSTEPS AS THE FRANTIC AVATORS SEEK DESPERATELY TO ELIMINATE HIM . . .

**KEEP IT UP, BOYS!
AT THIS RATE THE
JOB'LL BE FINISHED
SOONER THAN I
EXPECTED... WITH
YOUR ASSISTANCE!**



GRUPLY SUPERMAN VANISHES FROM SIGHT. BEHIND HIM HE LEAVES WHAT FORMERLY WERE THE SLUMS, BUT NOW, A DESOLATE SHAMBLES . . .



DURING THE NEXT WEEKS, THE WRECKAGE IS CLEARED. EMERGENCY SQUADS COMMENCE ERECTING HUGE APARTMENT-PROJECTS... AND IN TIME THE SLUMS ARE REPLACED BY SPLENDID HOUSING CONDITIONS



WITHIN THE POLICE CHIEF'S OFFICE... CHIEF BURKE IS INTERVIEWED BY CLARK KENT

YOU CAN TELL YOUR READERS THAT WE'LL SPARE NO EFFORT TO APPREHEND SUPERMAN -- BUT OFF THE RECORD... I THINK HE DID A SPLENDID THING AND I'D LIKE TO SHAKE HIS HAND!

YOU KNOW, CHIEF? -- STRANGELY ENOUGH, I FEEL THE SAME WAY!



THE END

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Stories like this were quite common in Superman's first appearances. While Superman gradually accumulated a rogues gallery of enemies like Ultra-Humanite and Lex Luthor, his earliest villains were corrupt capitalists, racists, sexists, and the autocratic leaders of fascist regimes. While Superman himself was a fantasy, the evils he fought were all too real, making Superman a force for change. It's not enough to simply arrest wrongdoers when altering the system that creates them in the first place is possible.

In other *Action Comics* issues, Superman forces an arms dealer to witness a war his actions created, forces a corrupt mine owner to ensure safer working conditions for his workers, and combats the corrupt and cruel prison system to prevent it from becoming a revolving door. Superman's stories are best known for being science fiction, but at his core, he fights for social justice. Superman's earliest *Action Comics* appearances show him solving real-world issues, creating a better society, even if it makes him an outlaw.

Draft Minutes April 6, 2023

Brewster Housing Trust

April 6, 2023, 5:00pm Meeting

Housing Trust Members Present: Donna Kalinick, Tim Hackert, Vanessa Greene, Ned Chatelain, Paul Ruchinskas, Madalyn Hillis-Dineen, Maggie Spade-Aguilar

Others Present: Jill Scalise, Housing Coordinator; Robert Tobias, Finance Committee Liaison

1. **Call to Order:** Chair Hackert called the meeting to order at 5:00pm, read the required notice, and declared a quorum.
2. **Citizen's Forum:** Chair Hackert read the Citizen's Forum description and recognized Glenn Casey online. Mr. Casey, 288 Fletcher Lane, noted a typo on the date of the draft Trust Letter of Support and noted the requirement of a yearly public hearing for Community Preservation Committee (CPC) funding. He also commented on CPC regional funding and funding of the Brewster Affordable Housing Trust.
3. **Millstone Affordable Housing Property update:** Ms. Scalise shared a history and overview of the Millstone Affordable Housing process from Town Meeting vote in 2005 through the current Zoning Board of Appeals (ZBA) comprehensive permit hearing and potential next steps. Chair Hackert thanked Ms. Scalise and asked when the next ZBA hearing will be. The ZBA meeting is on Tuesday April 13th at 7PM.
4. **212 Yankee Drive project update, discussion, and vote to expend funds on septic repairs:** Ms. Kalinick stated that the remediation work is complete including testing of the mold levels in the home. After meeting with TRI and rehab specialist, the next step is to bring in a plumber to determine leaks and repairs in the plumbing system and boiler. The Brewster Affordable Housing Trust, an entity of the Town of Brewster and not a private Trust, had authorized funding for the remediation and miscellaneous items. By hiring a plumber to check the functioning of the plumbing system, a more accurate and limited scope of work can be provided. The plumber identified and repaired the leaks and the gas inspector made sure everything was working. The next step, possibly today, is to turn the gas on and determine if the boiler is working. The next step will be to do the same thing with an electrician. This is short money, for example about \$2,000 for the plumber. When the IFB (Invitation for Bids) goes out, the general contractor will know exactly what needs to be done. This makes for a straightforward job. There is funding still available for the electrical inspection. As for the septic repairs funding allocated last meeting, we entered into a contract with Joe Marten of AccuSepcheck for the repairs. The work will be scheduled shortly. It's exciting to see the work progressing, after completion the home will go through a lottery for affordable resale. It is hoped the IFB will go out by early May, with construction over the summer. Breaking out the remediation will save the Trust money in the long run. Hopefully all will be set by the first day of school. Mr. Chatelain asked if Ms. Kalinick meant residents in the home by the first day of school. Ms. Kalinick replied that it is a goal or a dream. The actual work

has no obstructions and could hopefully be done in 4-6 weeks. There is also 60-day lottery process to be timed with going out to bid, awarding the contract, having the work done, and starting the clock on the lottery process. Chair Hackert asked if the marketing could start when the work is scheduled. Ms. Scalise stated that there will be discussions with the lottery agent to make the process as seamless as possible. We need to make sure that the work is complete for the timing of the lottery. Seeing what's been done on the home thus far, working with HAC and TRI has been a helpful, a good decision. Breaking out the septic and remediation have been key in streamlining the process and getting the best price. Ms. Spade-Aguilar asked about the IFB process. Ms. Kalinick said an IFB is like a Request for Quotes (RFQ) where the Town must take the lowest bidder. But the bidder must meet the criteria, they have to have references for similar jobs, have OSHA certifications, and meet the prevailing wage law requirements. The home has 3 bedrooms and 2 baths. HAC is the lottery agent. Mr. Ruchinkas commented that most prospective buyers would like to see close to finished product before deciding whether to purchase.

5. **Discussion of BAHT oversight of Buydown Program and possible vote on CPC funding request:** Ms. Scalise shared that last week 14 Yankee Drive sold with buydown funds and that emptied the buydown account. A woman who grew up in Brewster was able to purchase the home. Based on the discussions of the Trust and CPC, parameters of a proposed buydown program are included in the meeting packet for discussion. The limit is proposed at \$50,000, an increase over the current \$30,000. Last time \$62,500 was needed to make the home affordable. Consistent with the Housing Trust bylaw, any funds over \$50,000 would require approval of both the Trust and the Select Board. Eligibility would be for up to 80% AMI and an affordable deed restriction on the property would be required. The program is targeted for affordable homes that are on the Town's SHI yet unaffordable when being resold. A \$300,000 CPC request for funding is up for consideration, the goal is to have a CPC grant application for the CPC July 1st deadline. Mr. Chatelain is supportive and thanked Ms. Scalise for the proposal based on previous discussions. Mr. Ruchinkas asked why the last buydown would have needed approximately \$70,000 to get it to an affordable resale price at 70%AMI. Ms. Scalise explained that the last home resale had a \$3000 monthly HOA fee which impacted the affordable resale price. Also, with the current resale procedure, the buydown is incorporated into the resale formula and the future home resale price will reflect the lower, buydown reduced, price. With this procedure, the buydown grant is forgiven at resale provided the owner is in compliance with the deed restriction. Mr. Ruchinkas is concerned about the \$300,000 funding, if at one buydown per year, stretching the program out over 5 to 6 years. This would also impact a site acquisition funding request. Ms. Spade-Aguilar is supportive of the buydown program and asked about the process if repairs need to be made. Ms. Scalise replied that the purchaser gets a home inspection before purchase. This inspection can identify repairs that need to be completed. The Town does not have responsibility for determining the needed repairs. Ms. Kalinick noted the buydown money the CPC had that the awards were generally \$25,000-\$30,000. Ms. Kalinick believes the Trust could go to \$250,000 but wouldn't want to go

lower. The Town is seeing some turnover of affordable homes. That would likely last 3-5 years. Chair Hackert noted the uncertainty of how many homes will need assistance. Ms. Scalise noted the Town has had two buydowns in the past 9 months, with interest rates rising there is a greater need. \$250,000 would work, \$300,000 was only a discussion starting point. Madalyn Hillis-Dineen moved to approve the filing of a \$250,000 application to CPC for funding the buydown program in accordance with the parameters of the program that are in the packet, with technical correction noted today. Second by Ned Chatelain. Unanimously approved. Donna Kalinick-Yes, Vanessa Greene - Yes, Paul Ruchinskas-Yes, Ned Chatelain-Yes, Madalyn Hillis-Dineen-Yes, Maggie Spade-Aguilar – Yes, Chair Hackert-Yes.

- 6. Discussion of annual funding request to CPC for site acquisition for affordable housing and possible vote:** Mr. Ruchinskas, CPC representative, believes it is worth bringing a \$250,000 request to the CPC for site acquisition for affordable housing purposes. Seeing how long it takes to move through the process, the Trust needs to start looking at what our next site might be. While the Trust has \$1 -1.2 million projected funds at the end of the year, we don't know what the POAH/HAC ask will be for the Millstone development. Provincetown committed 3 million to their 65-unit rental development project. Contributions by towns are in the \$1-2 million range for most affordable developments. For site acquisition, you need to plan on a substantial sum. Ms. Kalinick expressed a concern for asking at the July 1st application round. Assuming the POAH/HAC receive their comprehensive permit, their next step will be to start the funding application process. We believe they would be putting in an application for November Town Meeting. Ms. Kalinick would prefer to wait and put in an application in the May 2024 Town Meeting. Ms. Scalise has done an analysis of the rental assistance program and doesn't believe that we will need more funding in May. Therefore, the only housing funding we would be looking at for the December 1 application deadline would be for the Housing Coordinator. Ms. Kalinick worries about asking for too much but agrees with Mr. Ruchinskas that there is a dire housing situation on Cape. Brewster is losing people, businesses are unable to stay open, there is a severe lack of available safe and affordable housing. Ms. Kalinick thinks the Trust needs to discuss this and come to a decision. This would be a separate application from the buydown application. Mr. Chatelain appreciates that the Trust is being more assertive with our process and trying to get ahead of the ball. The Trust should be as forward thinking as possible. However, Mr. Chatelain is apprehensive about the lack of specific projects and would like to know the CPC thoughts. Next year consider the Trust could look at an RFP for land or other things in the HPP and identify specific properties. Mr. Ruchinskas noted that the CPC did provide Habitat with an award for \$600,000 prior to Paul Hush Way being identified and developed. This is a precedent the CPC has supported funding for site acquisition. Mr. Ruchinskas will bring this concept to the CPC. Completing a CPC funding application would be putting an additional burden on the Housing Coordinator. In worse case, the application could be withdrawn and held for the next application cycle. Ms. Kalinick wasn't suggesting that putting together the application would be a deterrent and

believes there is expertise on the Trust that could help with an application. The estimated short term rental revenue listed at \$400,000 in the 5-year Trust financial plan has been increased after going through the budget process. If approved, the Trust will receive \$500,000. It's possible to work on dual tracks while the Trust waits for the comprehensive permit process to finish. Ms. Spade-Aguilar asked about the possibility of doing a town owned land inventory or general inventory of Brewster properties that might be available for purchase. Rather than asking for money right now, the Trust could hire someone to do an inventory/ exploration to see what is out there. Mr. Ruchinskas believed there is little town owned land. Ms. Kalinick responded that in the 2005 Town Meeting vote, there were other parcels dedicated to consider for housing. None are as big as the Millstone parcel. There are several smaller lots that could be put together for building single family homes. The Trust has money available that the Trust could do this if the Trust desired. Ms. Scalise noted that some time has been spent going through some Town-owned properties. The Trust has certain priorities for this year and there is only so much that can be done. One of the hopes is that as the Town hires a Housing program assistant, there will be more time and opportunity to do some of these areas. What is the trust looking for? To develop rental properties, home ownership? Mr. Ruchinskas noted that part of the challenge is that you never know what might be coming onto the market. By having the funds available, you are ready when an opportunity arises. Mr. Ruchinskas would be looking for something along the lines of the Millstone property, 30- 50 apartments. Mr. Tobias wondered if the Brewster Conservation Trust (BCT) is looking at properties and, if so, it might be a good partnership opportunity. Chair Hackert had a preliminary discussion with BCT about working together. BCT has looked at possible sites. Chair Hackert would be willing to talk with BCT in more detail and asked if the May meeting would be in time. Ms. Kalinick noted that that would be 2 months to put together the application and asked for Ms. Scalise's thoughts. Ms. Scalise welcomed Trust assistance in putting together CPC applications. Ms. Kalinick noted that it takes about a month for her to put together the CPC Housing Coordinator application. Chair Hackert offered to help. The Trust will bring this back for discussion next month. Mr. Chatelain added that May 20th is the Sea Camps first public information session. This encompasses over 120 acres of Brewster Town-owned land. Ms. Hillis-Dineen said that an idea was brought to her attention about the possible purchase of cottages for use as ADUs. It will be beneficial to put this decision off for at least month and gain more information. Chair Hackert and Mr. Chatelain noted that there will be a lot of information at the May 20th Sea Camps session and that a goal is to receive input and ideas back from Town residents. Chair Hackert summarized that the Trust will defer the discussion of the CPC site acquisition funding request to next month and discuss in the context of CPC input, BCT conversation, and status of Millstone.

7. Discussion and possible vote on letter(s) of support for CPC regional housing requests

Mr. Ruchinskas explained that the CPC received 4 Housing applications, 3 for projects outside of Brewster. In response to Mr. Casey's public comment, Mr. Ruchinskas clarified that support of regional projects is in the original language of the CPC act. The

Vineyard has also been doing regional projects for a while. The CPC had thoughtful discussions about each of the funding requests and whether the CPC should be funding projects outside of the Town and balancing that with the desperate need for affordable housing on the Cape. The Finance Committee also had conversations about local preference and the benefit to Brewster residents. Now almost every town on the Lower Cape has an affordable housing program at some point of development. The support for special needs housing is stronger than for general affordable housing. Even without local preference, folks are interconnected, they may live in Eastham and work in Brewster. This is a conversation worth considering. Mr. Ruchinskas has been impressed by the thoughtfulness of discussions at CPC, Finance and Select Board. Mr. Ruchinskas recused himself at this point, and did not discuss the topic or vote, because he is a board member of two of the applicants: Community Development Partnership (CDP) and Housing Assistance Corporation (HAC). Mr. Chatelain is supportive of all the projects and hopes that the other towns will also support the Brewster Millstone development. All share the benefits of a diverse community and the employees and assets of our regional community. Ms. Kalinick pointed out that in the CPC 5-year plan, which received public input, they specifically looked at regional CPC requests. The CPC is working from a plan that they have in place and received community input for, as is the Trust. Looking at the updated HPP, implementation strategy #7 directly addresses this question. Town committees go through planning processes to get community and stakeholder input. The CPC does hold a public hearing annually, does a lot of outreach around it, and people come who have funding requests in the coming year and beyond, attend and provide input to the CPC. Mr. Chatelain added that the CPC goes beyond statutory requirements and is incredibly communicative and responsive as demonstrated in Chair Ellis' presentations on the CPC funding requests. Ms. Hillis-Dineen commented that it is a regional problem and needs a regional solution. Ms. Spade-Aguilar agreed and is all for working with other towns. Brewster residents go to other towns and benefit from the resources of other towns that enrich our lives. Chair Hackert noted that 50% of Cape Cod workers live over the bridge. This is a regional issue. Ms. Hillis-Dineen made a motion to issue the drafted letter of support with technical changes including the corrected date. Mr. Chatelain second. Unanimously approved. Donna Kalinick-Yes, Vanessa Greene - Yes, Ned Chatelain-Yes, Madalyn Hillis-Dineen-Yes, Maggie Spade-Aguilar – Yes, Chair Hackert-Yes. After the vote, Mr. Ruchinskas returned to the meeting.

8. **Housing Coordinator update:** The January/February Housing Update is included in the packet. Ms. Scalise thanked Ms. Kalinick for the excellent job covering the housing program with competence and compassion while Ms. Scalise was on 6 weeks of medical leave. Brewster Woods opened and is fully leased. A Brewster Woods resident came up to Ms. Scalise to share her family's gratitude to be back in Brewster after 5 years away because of housing issues. The Town has applied for a FY22/23 \$1.7 million regional CDBG grant. The housing rehab stories are powerful, the program helps people remain in their homes and be safe. The Town involvement has been a team effort of the Finance Department, Administration and Select Board. The Brewster Rental Assistance

Program is currently providing monthly rental assistance for 6 households. Housing Assistance Corporation is managing the program. The current contract runs through 2023. The Trust will need to decide whether to put out an RFQ to continue the program. There is still funding available, and this will be an agenda item for the May Trust meeting.

9. **Cape Cod Sea Camps updates, including viewing Pond Parcel Video:** The May 20th Sea Camps Community Forum will be held in the afternoon. The Trust watched the Pond Parcel video. The video is posted on the website and available to view. Chair Hackert reported the Pond Parcel Committee had a due diligence report. This information will be available at the forum. Short term uses like guided walking groups and kayaking programming continue at the Pond Parcel. Ms. Kalinick and Mr. Chatelain noted that they are looking forward to getting public input at the May 20th forum. Ms. Spade-Aguilar added that the Bay Parcel Committee is having a site visit and that the initial presentation on site conditions was really interesting. Mr. Tobias asked if there is a remote way to participate on May 20th. There is not. Ms. Kalinick shared that it was important for the first forum to be held in person. The consultant is planning to have other opportunities like surveys for folks who cannot attend in person to provide input.
10. **Status of Housing Trust appointments:** Housing Trust appointments end at the end of June. Ms. Greene, Ms. Hillis-Dineen, and Mr. Ruchinskas' terms will end. Chair Hackert asked for folks to update their plans at the next meeting. Ms. Hillis-Dineen will not be continuing on the Trust and has brought up the open position to the Planning Board. Ms. Scalise also reminded the Trust of the state ethics training requirement.
11. **For Your Information:** Ms. Scalise highlighted the Town Forum for Town Meeting on Tuesday April 18th at 6PM at Town Hall or remote. Town Meeting is on Monday May 1st at 6PM at Stony Brook Elementary School. There is a Lower Cape Peer Group on Thursday April 13th from 3-4:30PM. Ms. Kalinick noted that the Town launched a new website. Folks can now sign up for specific emails for agendas and minutes for different boards and committees. Chair Hackert noted that last month the Trust talked about the transfer tax legislation. A presentation can be arranged that would include the Select Board and take place at a future date. Secondly, the Cape Cod Chronicle had an article today that the Chatham Select Board issued a letter of support for the year-round deed restriction legislation. Ms. Kalinick added that when the Trust has the joint meeting with the Select Board about the transfer tax, it is likely that the year-round deed restriction legislation will also be discussed. There are questions about how year-round deed restrictions would function, how they would be funded, and whether you would need a separate Housing Trust. Mr. Ruchinskas noted that Senator Cyr said part of the issue they are struggling with the transfer tax is that they passed legislation for the room rental tax but many municipalities aren't using the funds for wastewater of affordable housing. There may be a connection with the transfer legislation and town requirements. Discussion will continue about these topics as a future agenda item.

12. Any other business not anticipated: None

13. Approval of Minutes from March 2, 2023: Donna Kalinick moved to approve the March 2, 2023 minutes with technical edits from Chair Hackert. Ned Chatelain seconded. A vote was taken. Approved. Donna Kalinick-Yes, Vanessa Greene - Yes, Paul Ruchinskas-Yes, Ned Chatelain-Yes, Maggie Spade-Aguilar- Abstain, Madalyn Hillis Dineen- Yes, Chair Hackert-Yes.

14. Next Meeting: May 4, 2023 at 5PM

15. Adjournment: Ned Chatelain moved adjournment at 6:50 PM, Maggie Spade-Aguilar seconded. A vote was taken. Unanimously approved. Donna Kalinick-Yes, Vanessa Greene - Yes, Paul Ruchinskas-Yes, Ned Chatelain-Yes, Maggie Spade-Aguilar- Yes, Madalyn Hillis Dineen- Yes, Chair Hackert-Yes.

Respectfully Submitted,

Jill Scalise, Housing Coordinator

Meeting Packet: [04.03.2023 BAHT Packet \(brewster-ma.gov\)](https://www.brewster-ma.gov/04.03.2023%20BAHT%20Packet)