

Marblehead Housing Committee



**October 14, 2025
Meeting Minutes**

Members Present in Person: Brendan Callahan, Debra Larkin, Nisha Austin, Alex Eitler, Deacon Whipple, Ramon Garcia

Members Present on Zoom: Kurt James, Cathy Hoog

Call to Order: Mr. Callahan called the meeting to order at 3:33 PM. A quorum was present.

Approval of Minutes

The Draft minutes of the meeting that took place on August 19, 2025, were briefly discussed.

Motion: To approve the Marblehead Housing Committee Meeting Minutes for August 19, 2025.

Vote: 8–0 (James, Eitler, Larkin, Austin, Hoog, Garcia, Whipple, Callahan, in favor)

Discussion/Presentation HOME Program funds: Kevin Hurley, Director of North Shore Home Consortium:

Mr. Hurley presented an overview of the program which is funded by the U.S. Dept. of Housing & Urban Development (HUD). This Consortium began a little over thirty years ago for the purpose of developing affordable housing. He stated that the Consortium consists of thirty cities and towns that must be contiguous geographically to qualify. Marblehead is a long-time charter member. Every year, funds are received from HUD after the Consortium applies with a drafted spending plan that includes categories outlining areas with the greatest need in all participating towns and cities. In recent years, the highest priority is to create rental housing as the need has become so great. Priorities for individuals with disabilities, elderly, and domestic violence victims are also highly considered. Questions and answers took place regarding timelines for available funds, competitive funds, Home-ARP funds, applications, deadlines, and the process of federal government oversight to ensure that funds are allocated appropriately. Local funds were also mentioned. Mr. Hurley provided two sets of documents for further information. (Attached)

Discussion/Update from Cathy Hoog for Broughton Road Project:

Ms. Hoog presented a full review of the project at the current time. She stated that negotiations took place for an extended period, and a partnership and percentage of ownership was discussed. This plan is a Conceptual Design Plan while further exploration occurs. Currently, eighty-seven percent of the units will be considered for individuals at least seventy-five years of age. The Executive Office of Housing and Livable Communities (EOHLC) must oversee and approve all. Existing units are planned to be replaced “one for one.” At this time, forty-four units are planned to be completely rehabilitated, demolition and replacement of eighteen units in addition to constructing sixty new units are also in the conceptual plan. Several resident meetings have begun taking place. Estimated cost was mentioned as was applicant requirements, relocation of existing residents and their right to return. The housing authority website has information related to this pending project.

Discussion/Update on 3A request for Technical Assistance:

Mr. Callahan stated that after reaching out to the state, Barrett Planning Group was hired as a consultant to identify additional districts, models, units, etc. Mr. Eitler answered questions regarding the pending plan. He stated that public engagement is critical and is being highly considered once the plan is further determined. Mr. James mentioned the importance of inclusion and consideration of public views and Mr. Fox; Select Board Chair was present and acknowledged the same. Questions were raised by Will Dowd, Marblehead Independent regarding various areas of interest and public inclusion and also Leigh Blander, Marblehead Current regarding public inclusion, number of units, timing, and other details. Ongoing discussions will include public input and information throughout the process once the mathematical facts, state pre-approval and other items are determined.

Discussion/Update from Brendan Callahan for Coffin School Request for Information (RFI):

In August, a letter was sent to all municipal departments of the Town to determine if there is any interest in these departments in the use of the Coffin School site. Meetings of abutters have taken place. A Request for Information (RFI) was sent out recently and is due on October 30th. A public meeting will be scheduled once the RFI is received to determine where interest lies. No consultant is available as the Town did not receive a grant.

Next Meeting Date: To be determined.

Public Comment: None

Adjournment:

Motion: To adjourn the meeting at 5:16 PM

Vote: 8–0 (Callahan, James, Larkin, Garcia, Austin, Eitler, Hoog, Whipple, in favor)

Minutes Approved: 12/09/2025