

Project Narrative  
Exhibit – 4.3.a

RoR 66.i

DEVELOPMENT NAME:	Holley Block
APPLICANT:	Salisbury Housing Committee, Inc.

**Proposed Physical Development, Responsible Growth and Neighborhood Impact**

Applicants must provide a detailed description of the proposed development activities. The purpose of the narrative is to provide a clear picture of the proposed development and must include a description of all construction and/or rehabilitation activities and other material aspects of the development. All of the following sections must be completed for each proposal.

Describe the existing conditions on the subject site including all improvements, existing site use, the neighborhood land use patterns and community demographics of the proposed development’s surrounding area, and contiguous land uses.

The proposed Holley Block project will be constructed on a currently vacant site right on Main Street in the center of the Lakeville Village District in the Town of Salisbury. This project will be integrated within the existing Lakeville Village, and will help in the ongoing revitalization of this small but active village area. The site is within easy walking distance of many amenities in the village downtown business district of Lakeville in the Town of Salisbury. The small towns of Litchfield County face challenges and Salisbury is no exception. Preservation of Salisbury’s natural resources is important for the future of Salisbury, a community that is experiencing some demographic, housing and economic challenges. The Town of Salisbury Affordable Housing Plan, adopted in May, 2018, proposes a specific goal to develop 75 affordable housing units over the next ten years and the Holley Block rental project is listed as one of the proposed sites for affordable housing as a part of its ten year goal. Please see the Town of Salisbury Affordable Housing Plan contained in Attachment A. In furtherance of the Town’s affordable housing goals, a Special Town Meeting was held on June 27, 2018, wherein the citizens of Salisbury authorized the Town to grant an option to lease to Salisbury Housing Committee for an extended lease term, the property known as the Holley Block, for the purpose of developing and operating an affordable housing development. A copy of the Special Town Meeting Minutes are contained in Attachment B. In accordance with the 2016 Affordable Housing Appeals list, Salisbury has only 31 assisted housing units or 1.2% affordable units. Salisbury stands out demographically in its need for affordable multifamily housing. Salisbury does not enjoy the “virtuous cycle” of a stable community in which there is an adequate supply of affordable housing opportunities. This lack of housing directly affects the improvement of the living situations of current residents of Salisbury – many young families are forced to depart Salisbury and the current lack of affordable housing puts a strain on the local employers who depend on workers that live locally. The beauty and amenities of Salisbury and its proximity to major suburban areas make it likely that well-to-do people will continue to acquire vacation and retirement homes here. Salisbury is diverse in its varied topography of mountains and valley, streams and lakes, bogs and pastures. Compact villages and open rural spaces alternate across the landscape. As of 2009, one quarter of the Town’s total land area was under permanent conservation protection and another 15-25% belonged to owners such as the 3 private schools and Mt. Riga Inc. and most likely will not be developed. These factors will significantly contribute to placing pressure on land that may be eligible for development and contributes significantly to the fact that Salisbury is the eighth least affordable town in Connecticut to live in. Affordable housing does not reduce the value of neighboring housing and Holley Block will be built utilizing a wide range of energy efficiency and conservation improvements that will enhance the existing Lakeville Village and neighboring properties. The proximity of the proposed Holley Block to the Lakeville Village Main Street business district will provide diversity and strengthen the economy.

Describe in detail the proposed development activities, including both the proposed housing development as well as any directly related additional development.

With the funds from this DOH Predevelopment Loan, Salisbury Housing Committee, Inc. (SHC) will undertake the planning and design for the proposed affordable housing for this currently vacant lot on Main Street in the Lakeville Village District. Based on the site size and the architectural characteristics of the neighborhood, it is anticipated that the project will contain approximately 12 affordable apartments in a two story building, with parking provided on site behind the building. This will also approximate the original building that was on this site that was built around 1903. The apartments will be a combination of 1-, 2- and 3-bedroom sizes and will be provided to individuals and families in the 25%, 50% and 80% AMI incomes. This combination will provide the widest range of housing opportunities to meet the large need for additional affordable housing in the Town of Salisbury.

SHC will implement green development strategies in the design, construction and operation of the proposed project. This project will be designed by a firm that has extensive experience in designing for this Salisbury location as well as energy efficiency, sustainable and green affordable housing. This project will be evaluated by Peter Harding of Home Energy Technologies and will contain design features to qualify for at least a Silver-level National Green Building Standard Certification. It is the intent of SHC to provide an economical, good looking, functional community facility sensitive to the needs of the inhabitants and in harmony with the neighborhood and its people. The Holley Block project supports the recommendations of the Salisbury Affordable Housing Commission for the Town of Salisbury to create affordable housing in the village center area and on existing town water and sewer lines. The planning for the Holley Block is due to the success of Sarum Village and Sarum Village II and the large need for affordable housing in Salisbury. SHC is very committed to building additional affordable family housing in Salisbury and will initiate a capital campaign to raise a portion of the funding needed for the development of the project, please see Attachment C. Undeveloped but previously developed infill land at the location of the existing site of Holley Block was chosen for the development of the project. The Town of Salisbury Board of Selectmen are very supportive of this project and strongly encourage the goals of the residents of the Town of Salisbury and Salisbury Housing Committee. Please see support letter from Curtis Rand, First Selectman, included as Attachment D.

Holley Block will increase the number of affordable housing units within walking distance of the Lakeville Main Street Village District and address the Town of Salisbury’s Affordable Housing Plan goal to provide an additional 75 units of affordable housing over the next ten years.

## Project Narrative Exhibit – 4.3.a

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Describe how the proposal complies with responsible growth and Transit Oriented Design (TOD) standards. Describe available mass transit of TOD features and specifically identify any mass transit opportunities for residents, including both rail and bus services. Include maps of bus transit routes showing frequency and schedules.

Transit services are an important transportation consideration in Salisbury and the larger region. Ongoing strategies for the Town of Salisbury include maintaining senior transportation and dial-a-ride services. The Town is also encouraging improvements in rail service and bus service in the area and in its Plan of Conservation and Development recommends additional mixed use development in the village areas of Salisbury and Lakeville, both located along major transportation corridors.

State highways currently provide the most visible means of access to the village centers in the Town of Salisbury. However, the Town is exploring options to enhance other means of access, for example, extending the pedestrian/bike path connecting the villages of Salisbury and Lakeville to surrounding areas. The project to improve the intersection of Routes 41 and 44 in Lakeville has been planned and funded.

Describe the target population to be served and whether the development will include mixed use and/or mixed income components.

The target population to be served at the Holley Block project will be mixed income individuals and families. Holley Block will be developed as an affordable rental housing project for individuals and families. Of the total estimated 12 units, 3 units will be for very-low income (25% AMI) households, 4 units will be for low-income (50% AMI) households and 5 units will be for moderate-income (80% AMI) households. This will allow a full economic range of opportunities to the community. The proposed housing will allow for more very low-, low- and moderate-income housing benefiting families in the region who are unable to enter existing low-income facilities with long waiting lists.

Describe how the development will leverage other state or municipally funded housing, educational, transportation, and/or community development activities either planned or underway in the census tract or contiguous census tracts and how the proposed development will directly link with such activities.

The Town of Salisbury's 2012 Plan of Conservation and Development states "As housing develops in our village centers other amenities such as playground areas, community gardens and pleasant congregating areas would follow." With the development of Holley Block, the Town of Salisbury can fulfill its goals for the village centers to include:

- Increase ease of pedestrian circulation, vehicular circulation and parking;
- Incorporate more varied housing in the village centers; and
- Improve overall aesthetics.

These accomplishments by the Town complement the dedicated efforts of SHC to improve the range of available affordable housing in Salisbury. Future goals of the Town that will be beneficial to the development of Holley Block will include: increased support and expansion of on-going efforts to increase public awareness of the positive effect that a full range of housing options will provide to all Salisbury residents; support the development of housing options where served by existing sewer lines; encourage "green" building practices such as energy efficiency and water efficiency; and seek to provide for additional housing opportunities within the Town of Salisbury.

Describe whether this proposal will receive financial, tax abatement, or other direct governmental subsidies from the municipality, state, federal government, or other government agency.

Real estate taxes for the Holley Block project are expected to be fully abated by the Town of Salisbury, as they have been for the other affordable housing projects owned by the Salisbury Housing Committee. This abatement will be established and documented as part of the predevelopment activities.

The Town of Salisbury is supporting the Holley Block project in several additional ways. The Town is providing the property site, which has public water and sewer and which is right on Main Street in the center of the Lakeville Village District, at no cost to the project. With these location benefits, the value of this contribution is estimated at \$20,000 per housing unit, or a total value of \$240,000. For affordable housing developed by the Salisbury Housing Committee, the Town has reduced sewer fees in half thus making a contribution of \$20,000, and the Town is waiving building permit fees leading to a further donation of approximately \$20,000.

If the application is being submitted under a NOFA/RFP that requires compliance with specific policy features, describe how the proposal meets such NOFA requirements.

Salisbury Housing Committee, Inc. (SHC) is submitting an application for funding through the DOH Predevelopment Loan program. The project includes the following in response to the funding program requirements:

- FEMA Flood map showing the project is located in an area of minimal flooding (Zone X), Exhibit 4.5.
- CEPA determination contained in Exhibit 4.5.b.
- Prevailing Wages Department of Labor Determination contained in Exhibit 4.9.d.

The Con App Development Budget only shows the anticipated predevelopment loan budget items. The Con App Sources of Funds worksheet does show anticipated total costs and sources of funds for the total development project, not just the predevelopment loan. Due to the fact that the Development Budget only contains the predevelopment loan items, the project is not in balance at the bottom of the Sources of Funds.

- The housing consultant scope of services and cost breakdown is as follows:

\$ 5,500	Project Planning and Coordination
\$ 2,000	Architect Selection
\$ 7,500	Design Development and Review
\$ 3,500	Town Approvals
\$ 6,500	Main DOH Funding Application
\$25,000	Total Predevelopment work to submit main DOH Funding Application

**Market Assessment Form  
Exhibit – 4.3.c**

<b>DEVELOPMENT NAME:</b>	Holley Block
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For development proposals applying exclusively for DOH funding and that have selected not to use a market study or a waiting list to document market need, please respond to the following questions:

**Description of Market Area**

1. Identify the Market Area from which the development will draw by census tract or other documentable geographic designation. (e.g. Town, SMSA, County)

The market area from which the development will draw is census tract 2611, along with the neighboring communities to Salisbury and Litchfield County.

2. Prevalent tenure (rental or ownership) of market area and current trends if tenure is changing

The prevalent tenure of the market area is homeownership. There are insufficient rental units available in Salisbury and there are no residential developments under construction in the near future for Salisbury. However, due to the very large need, we do have a funding application pending with DOH for 10 additional affordable housing rental units as Phase III of our Sarum Village project. These 10 additional housing units will not meet the much larger need for affordable housing in the Town of Salisbury.

3. Noteworthy transportation modes available to the development site and other special features, characteristics and considerations of the development.

Transit services are an important transportation consideration in Salisbury and the larger region. Ongoing strategies for the Town of Salisbury include maintaining senior transportation and dial-a-ride services. The Town is also encouraging improvements in rail service and bus service in the area and in its Plan of Conservation and Development recommends additional mixed use development in the village areas of Salisbury and Lakeville, both located along major transportation corridors.

State highways currently provide the most visible means of access to the two village centers in the Town of Salisbury. However, the Town is exploring options to enhance other means of access, for example, extending the pedestrian/bike path connecting the villages of Salisbury and Lakeville to surrounding areas. The project to improve the intersection of Routes 41 and 44 in Lakeville has been planned and funded.

4. Noteworthy developments of any kind, planned or underway in the immediate area.

No new residential housing developments are currently under construction at this time in Salisbury. However, due to the very large need, we do have a funding application pending with DOH for 10 additional affordable housing rental units as Phase III of our Sarum Village project. These 10 additional housing units will not meet the much larger need for affordable housing in the Town of Salisbury.

5. Principal employers in the market area, by industry or name.

Principal employers in the Salisbury market area are the Hotchkiss School, Noble Horizons, Lime Rock Park, Camp Sloane and Salisbury School.

**Demographics of Marketing Area**

1. Total population of market area and direction of demographic trending.

The population in the Town of Salisbury is 3,685 and the median age is 51.8, 11.4 years older than CT's median age of 40.4 years old. Salisbury is an aging population and the level of diversity is historically consistent with 92% of the residents in Salisbury white and 8% nonwhite. Salisbury is one of the 116 Connecticut municipalities projected to see a drop in their school-age population between 2020 and 2030. In Salisbury, the projected decrease is 6% while the 65+ population is projected to decrease by 5%. In addition to the ongoing efforts of the Salisbury Housing Committee, Inc., the Salisbury Housing Trust, Inc. is working to bring a diversity of young families to the Town by developing affordable homeownership opportunities for the younger generation who want to stay and raise their families. Please see attachment A for additional market area data.

**Competitive and Comparable Housing**

1. Describe the existing supply of housing by type and structural condition.

In Salisbury, 87% of occupied homes are single-family, 13% are multifamily (2+units in structure), and 0% are mobile homes. Renters live in 96% of Salisbury's 203 multifamily homes, and owners occupy 78% of its single family homes. Vacancies are typically seasonal homes, not available for rent. The majority of housing stock in Salisbury was built prior to 1939-45%, 18% was built between 1940 and 1969 and the remaining 37% was built after 1970.

2. Describe any residential construction activity underway or proposed. Include any similarity to the Applicant's proposed development

There is no residential construction activity underway at this time that is comparable to Holley Block. Sarum Village II was completed in July, 2017 and a total of 67 applications were received for the 8 units. There is a significant lack of affordable housing opportunities in Salisbury. Because of this very large need, we do have a funding application pending with DOH for 10 additional affordable housing rental units as Phase III of our Sarum Village project. These 10 additional housing units will not meet the much larger need for affordable housing in the Town of Salisbury.

**Rental Property 1 Sarum Village II**

Unit Mix	# of Units	Rent/Mo.
0-BR:		
1-BR:	4	\$ 778.00
2-BR:	2	\$ 935.00
3-BR:	2	\$ 1,000.00
4-BR+:		

**Rental Property 2**

Unit Mix	# of Units	Rent/Mo.
0-BR:		
1-BR:		
2-BR:		
3-BR:		
4-BR+:		

**Rental Property 3**

Unit Mix	# of Units	Rent/Mo.
0-BR:		
1-BR:		
2-BR:		
3-BR:		
4-BR+:		

**Rental Property 4**

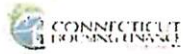
Unit Mix	# of Units	Rent/Mo.
0-BR:		
1-BR:		
2-BR:		
3-BR:		
4-BR+:		

**Ownership**

	# of Bedrooms	Sq.Ft.	Price
House 1			
House 2			
House 3			
House 4			

Please see waitlists from comparable projects located in Salisbury (Sarum II) and other local communities within the target market area for the Holley Block project included as Attachment B.

CHFA DOH CON: .TED APPLICATION



SUBMISSION DATE **November 7, 2018**

DEVELOPMENT NAME **Holley Block**

Applicant Name **Salisbury Housing Committee, Inc.**

Version 2018  
Submission Date:  
November 7, 2018

- = Not applicable
- N = Non-Threshold Item - if applicable, required prior to approval. If available, include with application.
- T = Threshold Item - if applicable, required at application submission
- P = Points Item

THIS FORM MUST BE SUBMITTED WITH INITIAL APPLICATION & ALL RESUBMISSIONS		DOH Pre Dev.													
Show All		CHFA Funding							DOH Funding						
Exhibit Number	Core Items	CHFA/DOH use only	Financing	Supportive Housing	LIHTC	HTCC			Special Programs	DOH Large Project	DOH Fed HOME/CDBG	DOH Funding		DOH Program	
						Workforce Housing	Revolving Loan Fund	Housing Development				DOH Pre Dev	DOH Small Projects		
A	Completed Exhibit Checklist (Form Provided)		T	T	T	N	N	N	T	T	T	T	SP:N/A	T	T
B	Cover Sheet (Form Provided)		T	T	T	N	N	N	T	T	T	T	SP:N/A	T	T
C	Summary Sheet (Form Provided)		(Self-Generating)												
D	Application (Form Provided)		T	T	T	T	T	T	T	T	T	T	SP:YES	T	T
<b>SECTION I. APPLICANT and CO-SPONSOR</b>															
1.1	Applicant Info		T	T	T	T	T	T	T	T	T	T	SP:N/A	T	T
1.2	Applicant Type		T	T	T	T	T	T	T	T	T	T	SP:YES	T	T
<b>SECTION II. REGULATORY COMPLIANCE</b>															
<b>SECTION III. DEVELOPMENT TEAM</b>															
3.1 a	Qualified Development Team Contact Information (Form Provided)		T	T	T	T	T	T	T	T	T	T	SP:YES	T	T
3.1 b	Justification for the Selection of Certain Development Team Members		T	T	T	N	N	N		T	T	T	SP:YES	T	T
3.1 c	Organization Chart		T	T	T	T	T	T	T	T	T	T	SP:YES	T	T
3.3	Resident Service Coordinator		T	T	T	T	T	T	T	T	T	T	SP:N/A	T	T
<b>SECTION IV. DEVELOPMENT</b>															
4.1	Development Info		T	T	T			T	T	T	T	T	SP:N/A	T	N
4.1 a	Years Affordable		T	T	T			P		T	T	T	SP:N/A	T	T
4.1 b	Applying to 4% Acquisition Credit		T	T	T			N	N	T	T	N	SP:N/A	N	N
4.1 c	Part of SSHP		T	T	T			N	T	T	T	T	SP:N/A	T	T
4.1 d	Conservation and Development Policy		T	T	T			N		T	T	T	SP:YES	T	
4.1 e	Priority Funding Area		T	T	T			N		T	T	T	SP:YES	T	
4.2 a	Development Scope		T	T	T			T		T	T	T	SP:N/A	T	T
4.2 b	Supportive Housing		T	T	T			T		T	T	T	SP:N/A	T	T
4.3 a	Project Narrative		T	T	T				T	T	T	T	SP:YES	T	
4.3 b	Homeownership Development Projects Narrative		T	T	T	T	T	N	T	T	T	T	SP:N/A	T	
4.3 c	Marketability (Market Assessment Form)		T	T	T				T	T	T	T	SP:YES	T	
4.4	Historic Preservation Compliance		T	T	T			N	N	T	T	T	SP:YES	T	N
4.5 a	Flood Zone Location		T	T	T	N	N	N	N	T	T	T	SP:YES	T	N
4.5 b	CEPA		T	T	T	N	N	N	N	T	T	T	SP:YES	T	N
4.5 a	Site Control Documentation		N	T	T			T		T	T	T	SP:YES	T	
4.5 b	Site Information and Dates		N	T	T			T		T	T	T	SP:YES	T	
4.7	Planning & Zoning Board Approval		N	T	T			T		T	T	T	SP:YES	T	T
4.9 a	Prevailing Wages		T	T	T			T	N	T	T	T	SP:YES	T	
4.10	Reduction of Affordable Units		T	T	T	T	T	T	T	T	T	T	SP:N/A	T	
<b>SECTION V. RENTAL DEVELOPMENTS (N/A for Homeownership Projects)</b>															





COVER SHEET



Development Name	Holley Block	
City / Town	Salisbury	
Indicate the program this application is for:	DOH Loan Funding	DOH Predevelopment Loan Program
Applicant	Salisbury Housing Committee, Inc.	
Developer	Same as Applicant	
Architect	To Be Determined	
Engineer	To Be Determined	
Consultant	Housing Enterprises, Inc.	
Contractor	To Be Determined	
Property Manager	Connecticut Real Estate Management, LLC	
Tax Credit Syndicator	N/A	
Site Control	Option Agreement2,	
Zoning	No	
Affordability	36 Years	

Please provide a brief narrative outlining the proposed development below:

(not to exceed space provided)

Salisbury Housing Committee, Inc. (SHC) is proposing the development of approximately twelve affordable multifamily units with some common use spaces and office to be constructed as the next step in the Town of Salisbury long range plan to develop much needed affordable housing in the village centers of town. It is anticipated that the Holley Block development will consist of 5 one bedroom units, 4 - two bedroom units and 3 - three bedroom units. Holley Block will provide additional much needed affordable housing in Salisbury, Connecticut. SHC has already obtained preliminary zoning support and also strong support from both the Board of Selectmen and the Affordable Housing Commission for the Town of Salisbury. The design of the Holley Block housing will be consistent with the existing Lakeville Main Street neighborhood and will include design aspects of the original building that was originally constructed on this site so that it will integrate well with and revitalize the neighborhood. Currently the need for affordable housing is not being met in Salisbury as outlined in a recent report issued by the Affordable Housing Advisory Committee for the town. Holley Block will address the need for affordable housing by providing housing opportunities to very low-, low- and moderate-income area residents in a community setting within close proximity to all of the amenities within the Lakeville Main Street business district.

CHFA DOH CONSOLIDATED APPLICATION



DEVELOPMENT SUMMARY



Version 2018  
Submission Date:  
November 7, 2018

DEVELOPMENT NAME

Holley Block

APPLICANT

Salisbury Housing Committee, Inc.

SOURCES of FUNDS

	Construction	Permanent
<b>CHFA SOURCES</b>	<b>0</b>	<b>0</b>
CHFA Loan Tax-Exempt Bonds	0	0
CHFA Loan - Non-Bond Proceeds [Specify]	0	0
4 % LIHTC Net Proceeds	0	0
CT Housing Tax Credit Contribution (HTCC) Proceeds	0	0
<b>DOH SOURCES</b>	<b>3,833,000</b>	<b>3,576,000</b>
DOH Grant Funding	3,576,000	3,576,000
DOH Loan Funding	257,000	0
<b>HOMEOWNERSHIP SALES PROCEEDS</b>	<b>0</b>	<b>0</b>
<b>OTHER SOURCES</b>	<b>550,000</b>	<b>550,000</b>
<b>TOTAL SOURCES</b>	<b>\$4,383,000</b>	<b>\$4,126,000</b>

FUNDING GAP

	Construction	Permanent
TOTAL SOURCES	4,383,000	4,126,000
TOTAL USES	257,000	257,000
<b>FUNDING GAP</b>	<b>\$4,126,000</b>	<b>\$3,869,000</b>

RESIDENTIAL UNIT MIX

	NUMBER OF RENTAL UNITS	NUMBER OF HOMEOWNERSHIP UNITS	TOTAL NUMBER OF UNITS
0-BR	0	0	0
1-BR	5	0	5
2-BR	4	0	4
3-BR	3	0	3
4-BR	0	0	0
5-BR	0	0	0
<b>TOTAL UNITS</b>	<b>12</b>	<b>0</b>	<b>12</b>
<b>Gross Square Feet</b>	<b>9,600</b>	<b>0</b>	<b>9,600</b>

USES

	Construction		Permanent	
	% of Total	Uses	% of Total	Uses
Construction Hard Costs	0.0%	0	0.0%	0
Construction Contingency	0.0%	0	0.0%	0
Architectural / Engineering	80.5%	207,000	80.5%	207,000
Finance and Interim Costs	0.0%	0	0.0%	0
Soft Costs (Fees and Expenses)	9.7%	25,000	9.7%	25,000
Developer Allow. / Fee (Overhead+Profit)	9.7%	25,000	9.7%	25,000
Pre-Develop. Carrying Costs	0.0%	0	0.0%	0
Site Acquisition (Recognized)	0.0%	0	0.0%	0
Capitalized Reserves	0.0%	0	0.0%	0
Other	0.0%	0	0.0%	0
<b>Recognized Lending Costs</b>	<b>100.0%</b>	<b>257,000</b>	<b>100.0%</b>	<b>257,000</b>
Entity / Syndication / Other Costs	0.0%	0	0.0%	0
<b>TOTAL USES</b>		<b>\$257,000</b>		<b>\$257,000</b>

OPERATING PROJECTION

Proforma Stabilized Year = **2022**

INCOME

TOTAL RESIDENTIAL REVENUE	112,035
TOTAL OTHER REVENUE	0
<b>GROSS INCOME</b>	<b>112,035</b>
LESS: Overall Vacancy Loss	(6,621)
<b>EFFECTIVE GROSS INCOME (EGI)</b>	<b>105,414</b>

EXPENSES

<b>EXPENSES</b>	<b>77,258</b>
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ESTIMATED INITIAL NOI **\$28,156**

**SECTION I. APPLICANT and CO-SPONSOR**

**Applicant and Co-Sponsor Information**

**DEVELOPMENT NAME**

1.1 **Applicant (Owner/Mortgagor)**

Holley Block

Applicant Name Salisbury Housing Committee, Inc.

Applicant Address 28 Prospect Street

City Lakeville State CT Zip 06039

Contact Name Anne C. Kremer Title President

Phone 860-596-4048 Fax \_\_\_\_\_

Email acckremer@gmail.com FEIN 11-5309016

Website www.salisburyct.us/affordablehousing TIN \_\_\_\_\_

If awarded funds pursuant to this application, will the applicant or co-sponsor be the recipient of funds? If no, please indicate type of entity to-be-formed and anticipated name and date formed.

1.2 **Please check appropriate Applicant type:**

- Housing Authority  
 Partnership\*  
 Other

- For-Profit Entity  
 Limited Liability Company  
 CHDO Eligible\*\*

- Non-Profit Entity  
 Municipality  
 Not Applicable

If "Other" \_\_\_\_\_ \*Date Corp. or Partnership was established: May, 1985

\_\_\_\_\_ \*\*Date of last DOH CHDO Certification or date of submittal of DOH CHDO Certification

Please attach the Certificate of Incorporation and evidence of current non-profit status (as applicable)

**SECTION II. REGULATORY COMPLIANCE**

**SECTION III. DEVELOPMENT TEAM**

3.1 **Qualified Development Team Contact Information (Form Provided)**

**3.1.a.** Provide information identifying the proposed qualified development team members on the form provided. If any identity of interest exists between development team members, indicate on the form and provide a certification signed by the applicant describing the relationship.

**Attach and label as "Exhibit 3.1.a"**

**3.1.b.** DOH requires, and CHFA prefers, that development team members (general contractor, housing consultant, architect, and property manager) be selected through an open and competitive process, consistent with federal procurement standards. For development applications seeking funding from both agencies, the higher standard prevails. Please provide written justification for the selection of the team members noted above. The written justification must include, but not be limited to, a description of the selection process and statements for each selected firm/entity regarding the cost competitiveness of proposed fees and expenses for the services to be provided. If any identity of interest exists between development team members, indicate on the form and provide a certification signed by the applicant describing the relationship.

**Attach and label as "Exhibit 3.1.b"**

**3.1.c.** Provide an Organization Chart identifying it's principals, including the Applicant and any entities with whom they may be affiliated. It should include the names of all entities and a list of all principals for the development entity, the general partnership entity, co-general partnership entities and any affiliated management entities.

**Attach and label as "Exhibit 3.1.c"**

For additional Qualified Development Team requirements, refer to the:  
[Construction Guidelines: Project Planning & Technical Review Services](#)

3.3 **Resident Service Coordinator**

Is a Resident Service Coordinator needed for this property, and if so, do you plan on hiring one? Please explain:

A Resident Service Coordinator is not needed for this property.

SECTION IV. DEVELOPMENT

4.1 Development Information

Development Name Holley Block

Development Type Family

Development Address 8 Holley Street County Litchfield

City Salisbury State CT Zip 06039

Metropolitan Area Litchfield County

Chief Elected Official Name Curtis G. Rand, First Selectman

Chief Elected Official Address 27 Main Street, P.O. Box 548, Salisbury, CT 06068

Chief Elected Official Email crand@salisburyct.us

Census Tract 2611 Congressional District 5

State Senate District(s) 30 State House District(s) 64

4.1.a. How many years of affordability remain with the development?

What is the programmatic origin of affordability requirements?

Affordability requirements, including length of affordability period, will be implemented with commitment of DOH CHAMP or other funding.

4.1.b. Is the Development applying for the 4% LIHTC Acquisition Credit?

4.1.c. Is the proposed development currently part of the State Sponsored Housing Portfolio (SSHP)? If yes, indicate the year.

**Developments with an "At Risk" designation or a funding year of 2013-2017 in the state capital plan will be eligible to apply for HTCC.**

Will the development require release from a Connecticut State Housing Program?

If "Yes," which program is the applicant requesting release from?

If "Other", please specify.

Briefly describe the need for the request:

*If an applicant believes an 8-64a is required, it is recommended that the owner/applicant meet with DOH and CHFA prior to the submittal of the application to advise DOH/CHFA of the development plans and the projected timeframes for initiating and completing the 8-64a process.*



4.1.d. Conservation and Development Policy. Select the policy that your proposed development fulfills:

a. Enhance housing mobility and choice across income levels and promote vibrant mixed-income neighborhoods.

Briefly describe how your proposed development fulfills this policy

The proposed Holley Block project will increase much needed very low-, low- and moderate-income rental housing in the Town of Salisbury. Holley Block will be attractive to young families, bring more children back into the school system, provide homes for young teachers, fire-fighters and ambulance squad members. The project will allow median to lower income residents that have strong ties to the community to stay in Salisbury.

[Conservation and Development Policies Plan Map Link](#)

[HUD QCT Map Link](#)

[HUD DDA Look-Up and Map Link](#)

New Construction in a Regional Center, as defined by the current C&D Policies Plan, and consistent with a municipally approved plan to revitalize a specified location	No
Located in a Priority Funding Area or Regional Center as defined in the current C&D Policies Plan	No
Located in a Conservation Area as defined in the current C&D Policies Plan	No
Located in a Balanced or Village Priority Funding area as defined by the current C&D Policies Plan	Yes
Located in a Qualified Census Tract or DDA as defined by the most recent U.S. Census, not including new construction in a Regional Center	No
Part of and consistent with a municipally approved plan for a Neighborhood Revitalization Zone which designates a specific targeted area	No
Public housing development activity <i>and</i> is part of, and consistent with, the annual report as required by provisions of C.G.S. Section 8-68d	No

4.1.e. If the development is located in Priority Funding Areas, indicate the Criteria Level as defined in the current C&D Policies and Plan.



**4.2.a. Development Scope**

Please provide a numerical entry to each of the following categories. Please note that the number of units designated for each category will affect other sections of the Application, including Sections 4.9, and 5.1.

	New Construction	Rehab	Total Units
Total number of units	12		12
Number of Supportive Housing Units			0
Number of Elderly Age 55+ Units			0
Number of Elderly Age 62+ Units			0
Number of Income Restricted Rental Units	12		12
Number of Income Restricted Homeowner Units			0
Number of CHFA Restricted Units			0
Number of DOH Restricted Units	12		12
Number of Non-Income Restricted Rental Units			0
Number of Non-Income Restricted Homeowner Units			0
Number of Restricted Units that are co-funded by CHFA and DOH			0

Number of Buildings	0
Number of Surface Parking Spaces	18
Total Project Square Footage (GSF)	12600
Total Living Unit Square Footage (NSF)	9600
Total Commercial Square Footage (NSF)	0
Acres	1
Scope of Rehab work	
Square footage effected by this scope	0

If additional levels of rehabilitation are required, please describe including all relative square footages effected

N/A. No additional levels of rehabilitation are required. To be all new construction.

Scope of Construction Work			Residential Square Footage (GSF)	Commercial Square Footage (NSF)
Type of Construction				
Minor Rehabilitation	Single building, multiple story minor rehabilitation			
	Multiple buildings, multiple story minor rehabilitation			
Moderate Rehabilitation	Existing single building, multiple story moderate rehabilitation			
	Existing multiple buildings, multiple story moderate rehabilitation			
Substantial Rehabilitation	Existing single building, multiple story substantial rehabilitation			
	Existing multiple buildings, multiple story substantial rehabilitation			
Gut Rehabilitation	Existing single building, multiple story gut rehabilitation			
	Existing multiple buildings, multiple story gut rehabilitation			
	Existing single/multiple 19th/early 20th century mill buildings, gut rehab			
New Construction	Single building, multiple story (wood frame, vinyl siding)		12,600.00	0.00
	Multiple buildings, multiple story (wood frame, vinyl siding)			
	Single/multiple buildings, multiple story (steel frame)			
Other	Scope of work falls between two different listed categories	(Specify)		
<b>Total</b>			<b>12,600.00</b>	<b>0.00</b>

**4.2.b. Supportive Housing**

To be considered supportive housing units, the developer must have a written agreement in place with a recognized supportive housing organization identifying the specific number of supportive housing units and such units must be affordable to families earning less than 25% AMI. Chronically homeless units must be affordable to families with \$0 income through Section 8, State RAP, or other rental subsidy for each of the development's supportive housing units housing the chronically homeless. In order to qualify, applicants must include a Services Plan and evidence of funding commitments for supportive services. (Reference must be made to the current Supportive Housing Guideline for definitions, service funding criteria and the list of Qualified Service Providers). See CHFA Supportive Housing Guidelines.

**Attach and label as "Exhibit 4.2.b"**

**4.3** **4.3.a. - Project Narrative**

Complete the form which is available on the SharePoint, CHFA, and DOH websites  
**Attach and label as "Exhibit 4.3.a"**

**4.3.b. - Homeownership Development Projects Narrative**

Complete the form which is available on the SharePoint, CHFA, and DOH websites  
**Attach and label as "Exhibit 4.3.b"**

**4.3.c. - Marketability**

Describe the market of the development area including the existing mix of real estate, demographic trends, income and employment characteristics. Identify the market areas from which the development intends to draw residents, and any absorption assumptions. **For developments applying for DOH funds**, applicants must demonstrate marketability through either the use of a 1) Market Study (no more than 6 months old), 2) existing waiting lists, or the 3) DOH Market Assessment Guideform which is available on the SharePoint, CHFA, and DOH websites.

Choose the marketability type being used in conjunction with this proposal:

<input type="radio"/> Market Study
<input checked="" type="radio"/> Market Assessment
<input type="radio"/> Waiting List

**Attach and label as "Exhibit 4.3.c"**

**Historic Preservation Compliance**

Cultural Resource Review in Connecticut is conducted by the State Historic Preservation Office (SHPO) within the Department of Economic and Community Development (DECD). As required by the National Historic Preservation Act – Section 106, SHPO provides technical guidance and professional advice on the potential impact of federally or state funded, assisted, licensed or permitted projects on the state's historic, architectural and archaeological resources. This standard requires that all projects proposed to be assisted through DOH and/or CHFA consult with SHPO prior to the initiation of activities to be funded through either agency. The responsibility of SHPO is discharged in two steps: (1) identification of significant historic, architectural and archaeological resources; and (2) advisory assistance to promote compatibility between new development and preservation of the state's cultural heritage.

Project review is conducted in two stages. First, SHPO assesses proposed development structures and properties to determine whether or not they are listed or eligible for listing in the Connecticut State and/or National Registers of Historic Places or if they will affect such properties. If so, it is deemed "historic" and worthy of protection and the second stage of review is undertaken. In the second stage SHPO evaluates the impact of the project on the property's significant materials and character. This could include impact on archaeological resources as well. Where adverse effects are identified, SHPO will assist developers in identifying alternatives to avoid or reduce negative project impacts.

To assure that applicants meet historic preservation standards, all applicants must submit a SHPO Project Notification Form at least 60 days prior to the application submission deadline (unless otherwise specified) so that a determination of your property's historic designation or eligibility is identified early in the process and that any necessary mitigation actions are incorporated into the project design and budget prior to the application deadline. Though the SHPO Project Notification Form must be submitted to SHPO at least 60 days prior to the application deadline (unless otherwise specified), it is recommended that SHPO be contacted well in advance of this requirement so that applicants can incorporate SHPO guidance into the project scope and drawings. Failure of applicants to properly comply with the 60 day submission requirements or the failure to adequately mitigate historic preservation impacts will result in the removal of the application from consideration for funding in the applicable funding round.

Applicants seeking Federal and/or State Historic Tax Credits must also meet with SHPO staff so that SHPO can determine whether historic tax credits are a reasonably likely funding source for the proposed project in consultation with DOH and CHFA. Such applicants should meet with SHPO staff as early as possible, but not less than 60 days prior to the application deadline. Failure of applicants to properly comply with the 60 day meeting requirement will result in the removal of the application from consideration for funding in the applicable funding round.

**Attach and label as "Exhibit 4.4"**

SHPO Pre-Application Consultation Form

**Flood Zone Location and CEPA****4.5.a - Flood Zone Location**

State policy requires that any development funded through a state agency avoid assisting the development of housing activities within floodplains and to minimize any effect on floodplains due to development. Is any part of the project located in a 100 or 500 year floodplain? This information is based on official FEMA flood mapping.

<input type="checkbox"/>	100 Year
<input type="checkbox"/>	500 Year
<input checked="" type="checkbox"/>	N/A

If any part of your proposed development is located in a floodplain, you must complete a flood management certification meeting with DEEP prior to the submission of an application for funding to DOH. In such instances DOH will consult with DEEP as part of the application review process and may consider an application ineligible if a Flood Management Certification cannot reasonably be expected to be granted with a reasonable timeframe based on information submitted with the funding application. In addition, the application must include a written plan describing how state flood zone certification requirements will be complied with.

**Attach and label as "Exhibit 4.5.a"****4.5.b - Connecticut Environmental Policy Act (CEPA)**

The purpose of the Connecticut Environmental Policy Act ("CEPA") is to identify and evaluate the impacts of proposed State actions that could have the potential to significantly affect the environment. This evaluation enables the Developing agency proposing or funding a project to judge the appropriateness of proceeding with the action in light of its environmental impacts. The process also provides opportunity for public review and comment through an early public scoping process as well as later review of any Environmental Impact Evaluation ("EIE"). To assure compliance with CEPA requirements, all applicants requesting DOH funding must submit a CEPA Intake Review Form that provides a project description and provides key project characteristics such as the number of units, number of bedrooms, location, etc. The a CEPA Intake Review Form must be submitted at least 6 weeks prior to the applicable application deadline so that DOH can complete an initial review and determine whether scoping is required. It is recommended that this process be completed much earlier in the process so that scoping can be completed prior to application review if it is determined to be required per DOH CEPA requirements. DOH retains the right to eliminate any application from consideration for the failure to complete this action within the prescribed timeframes or if such review identifies potential environmental impacts that may trigger an EIE.

The CEPA Intake Review Form can be found at the DOH Consolidated Application webpage at the link below. . This form and any related questions should be directed to Mr. Dimple Desai at DOH via email at [dimple.desai@ct.gov](mailto:dimple.desai@ct.gov).

<http://www.ct.gov/doh/cwp/view.asp?a=4513&q=530660&PM=1>

**Attach and label as "Exhibit 4.5.b"**



4.6 Site Control and Information

4.6.a. Site Control (check all that apply)

Attach copies of all site control documents received to date, including any information related to existing rental restrictions on the property. **Attach and label as "Exhibit 4.6"**

	Number of Parcels	Acquisition Date	Acquisition Price	Expiration Date	Maturity Date
Deed <sup>1</sup>					
Option Agreement <sup>2</sup>	1			10/1/2020	
Purchase Contract <sup>3</sup>					
Ground Lease <sup>4</sup>					
Other <sup>5</sup> (i.e. -- designated/preferred developer agreement)					

<sup>4</sup>Ground Lease Maturity Date \_\_\_\_\_  
Ground Lessor \_\_\_\_\_

<sup>5</sup>Other (i.e. -- designated/preferred developer agreement) \_\_\_\_\_

4.6.b. Site Information and Dates

	Anticipated Completion Date
100% drawings	3/15/2019
Closing & Transfer of Property	10/15/2019
Construction Start	11/1/2019
Completion of Construction	11/1/2020
Lease-up	12/1/2020
Sustaining Occupancy	4/15/2021
Proforma Stabilized Year	2022
LIHTC Placed-In-Service Date	N/A
Required Construction Completion	N/A

Current Property Owner	Town of Salisbury
Purchase Price	
Purchase date	1/8/1968
Easements	
Liens	
R.O.W.	

Acreage	0.26
Shape	Rectangle
Dimension	90' x 105'
Frontage	195'

Attach the following materials, supporting the determinations and conclusions. **(DOH Only) (If Applicable)**

Farmlands – communications with Soil Conservation Service (SCS) for site review to determine if it is either prime farmland, unique farmland of state or local importance.

Photos - Site and building (interior & exterior).

**Attach and label as "Exhibit 4.6.b"**

List any existing liens for the property in the box below.

The property identified and described above is presently owned by:

Town of Salisbury

Which is an

Other (specify)

If "other" please specify below

Municipal Town

4.7 Planning & Zoning Board Approval

Indicate the level of zoning approval in the chart below:

		If "No", what is the expected date of approval?
Underlying Zoning – Does the present Zoning allow the proposed development as it is designed?	No	2/15/2019
Zoning Approval Received	No	2/15/2019
Special Permits Received	No	2/15/2019
Variances Received	Not Required	
Inland Wetlands Permits Received	No	2/15/2019
Site Plan Approved	No	2/15/2019

If "Underlying Zoning" or "Site Plan Approved" are listed as "Not Required," provide an explanation for each. Please provide evidence of zoning approval in the form of a letter from the local Planning and Zoning Board.

**Attach and label as "Exhibit 4.7"**

4.9.d. Prevailing Wages

Will Davis Bacon wage rates be required for this project? (check "Yes" if the project will have 12 or more HOME assisted units)

Will State Prevailing wages be required for this project? (check "Yes" if the project meets the state prevailing wage threshold below)

Indicate if the Exploded Trade Payment Breakdown reflects State Prevailing Wages, Federal Davis Bacon, or N/A.

For projects that trigger federal prevailing wage requirements, the bid and construction documents must include all standard Federal Labor Compliance clauses and the cost estimate must be based on Davis-Bacon costs. Contact your DOH Project Representative prior to submission of the application to determine if Federal Labor requirements will be triggered. The DOH website includes boilerplate contract language and Federal Wage Rates as appropriate. Developers, Consultants, Contractors and Subcontractors must be cleared from State and Federal Suspended and Debarred Contractors Lists.

For developments developed, managed, or sponsored by housing authorities, applicants must contact State of Connecticut Department of Labor and verify if the State Prevailing Wages would apply. If State Prevailing Wages apply, please provide copies of the Prevailing Wage Rate Sheets for the town/city published by the State of Connecticut Department of Labor and include with the Application. These rates must be utilized to prepare cost estimates for the development.

**Attach and label as "Exhibit 4.9.d"**

4.10 Reduction of Affordable Units

Will the proposed development result in a reduction of affordable units?

If yes, complete the following chart and provide the Applicant and Co-Sponsor's plan to replace the units in accordance with Section 104(d) (Barney Frank Amendment). Provide copies of any local official documents certifying any units that are not suitable for rehabilitation. **Attach and label as "Exhibit 4.10" (DOH Only. For LIHTC, complete chart below)**

	60% AMI or below	60% - 80% AMI
How many units will be lost?		
How much square footage will be lost?		

*Relocation Plan Notes - All developments where the applicant acknowledges through certification that a Relocation Plan is required, including cases of anticipated Temporary Relocation, a relocation plan will be required to be submitted after notification of fund awards and approvals. Relocation Plans must be prepared in accordance with 49 CFR 24.2, HUD Handbook 1378, Chapter 135 of the C.G.S. and any applicable regulations*

5.1 Rental Income Calculation Worksheet (Form Provided)

In the provided form, identify the rent structure of the development by income targets, bedroom mix, and populations to be served. This exhibit also identifies Utility Allowances. Provide a copy of a utility allowance schedule from one of the following, as applicable: certification from local utility company estimating utility costs, schedule from local Public Housing Authority, Section 8 Utility Allowance schedule or DOH Utility Allowance Schedule. If no schedule is provided, the Section 8 schedule will be utilized.

If development is utilizing rental subsidies, include executed rental assistance contract or other documentation from appropriate agency. If the development includes funding for supportive services, provide a copy of the commitment letter for the supportive services. Please note, for DOH projects, the applicant's proposed Monthly Gross Rent CANNOT exceed the current allowable DOH program rents for the funding source being requested.

**Attach and label as "Exhibit 5.1"**

5.2 Operating Expenses5.2.a. Detailed Income and Expenses (Form Provided)

Complete the attached detailed income and expense form for the initial stabilized year. Please refer to the 'Per Unit Operating Expense Range Guidelines' section of the CHFA Multifamily Underwriting Standards by clicking on the below link; it provides CHFA anticipated range for operating expenses.

It is expected that any applicant will ensure that the operating proforma included in its application will contain per unit expenses that fall within the guidelines provided above. Should there be compelling reasons to submit operating expenses that fall outside the range, the applicant is expected to provide complete written justification with a waiver request as part of its application.

**Attach and label as "Exhibit 5.2.a"**

[CHFA Multifamily Underwriting Standards Summary](#)

5.2.c. Expense Summary (Form Provided)

If needed, add any comments that relate to specific line items on the form.

5.3 Cash Flow Projection (Form Provided)

The Cash Flow Projection is self-generated based on information entered in other sections of the application. The only item that can be changed on the Cash Flow Projection is the Real Estate Tax expense. If the Real Estate Taxes vary from the built in trending amount, provide an explanation.

**Attach and label as "Exhibit 5.3"**

6.3 Development Budget (Form Provided)

Complete the itemized budget listing all proposed uses of funds (hard and soft costs) for the development. For proposals using Federal Low Income Housing Tax Credits (LIHTCs), Applicant and Co-Sponsors should also complete the Tax Credit Eligible Basis columns. All developments should complete the Sources columns indicating which sources will fund each line item in the development budget.

**Attach and label as "Exhibit 6.3"**

*For DOH requests, applicants must identify the specific uses of DOH funds since certain uses may trigger specific federal compliance requirements. Identify these costs in the right hand columns of the development budget*



If requested by CHFA or DOH please complete the Development Budget (Revised) sheet. This only needs to be completed if requested by CHFA or DOH after initial application has been submitted and can be seen by clicking the "Show All" button on the Exhibit Checklist.

6.5 Sources of Funds (Form Provided)

Complete the Sources of Funds exhibit. List all proposed sources for both construction and permanent financing for the property. Be as descriptive as possible including specifying the source where applicable or choosing from the appropriate drop down in the source name field, and for any Financing sources please indicate the lien position as well as any financing terms. Provide proposed lender, terms and repayment provisions for all financing, including a detailed description of the terms and sources for interim or bridge financing, if any. If proposal includes LIHTC, a syndication letter setting forth the discounted value of the credit must be provided. Include copies of all funding commitments you have at this time.

For any competitive funding sources (including but not limited to: 9% LIHTC, HTF, and/or HTCC) all funding commitments must be submitted with the application. Applications are scored, in part, on the level of commitment from other sources. Lack of funding commitments will affect an application's rating and ranking score and may also make an application ineligible for funding.

CHFA and/or DOH may issue non-binding letters of financing interest to applications without commitment letters from other sources. However, CHFA and DOH require commitment letters from all funding sources prior to presenting a financing proposal for consideration by CHFA's Board of Directors or the State Bond Commission respectively. Applications for 9% LIHTC require a credible financing plan in order to be presented to the CHFA Board of Directors for approval.

To properly complete the form, choose the appropriate drop downs where applicable and specify the details for any/all sources that are available, including descriptions and loan terms (if applicable).

**Attach and label as "Exhibit 6.5"**

6.6 Existing Debt (Form Provided)

Is the proposed development currently encumbered by any debt?

No

If yes, in the form provided, please describe the terms and conditions of all debt currently encumbering the property (including CHFA and/or DECD/DOH, if any).

**Any applicant looking for consideration for prepayment, refinancing, or restructuring of existing CHFA debt should contact their CHFA Asset Manager immediately.**

6.7 Existing Reserves

For proposals that include the acquisition and/or rehabilitation of existing occupied housing units, describe the current monthly rents by bedroom size, total monthly rent subsidies, as well as recent use and current availability of reserves at the time of application.

**Current Rental Income**

Unit Type	# Units	Monthly Rent	Total
Studio Apartment			0
1-Bedroom Unit			0
2-Bedroom Unit			0
3-Bedroom Unit			0
4+Bedroom Unit			0
<b>Total</b>	0	0	0

Total Monthly Rental Subsidies

Total Current Operating Reserves

Reserves expended in most recent 12 months(from date of application):

Description of Activity	Amount	Date Completed

Reserves committed for this project:

**NOTE: The DOH and the CHFA reserve the right to determine the financing instrument, if any, they will offer the applicant regardless of the application request, based on the outcome of each agency's underwriting.**

SECTION VII. HOMEOWNERSHIP DEVELOPMENTS (N/A for Rental Properties)

SECTION VIII. DOH FEDERAL PROGRAMS

SECTION IX. AFFIRMATIVE ACTION/FAIR HOUSING AND EQUAL OPPORTUNITY

SECTION X. CERTIFICATIONS

10.1 Certifications

Complete the Certifications form that is available on the SharePoint, CHFA, and DOH websites.

**Attach and label as "Exhibit 10.1"**

10.2 SEEC-10 Certification

Complete the SEEC-10 Certification form using the link above.

**Attach and label as "Exhibit 10.2"**

10.3 Affirmative Action Policy Statement

Complete the Affirmative Action Policy Statement form that is available on the SharePoint, CHFA, and DOH websites.

**Attach and label as "Exhibit 10.3"**

SECTION XI. OTHER

11.2 HUD Involvement

Will HUD be involved in any aspect of the development, as outlined below?

No

If the development proposal includes HUD Section 8 rental assistance vouchers or HUD VASH vouchers that will be project based, then please contact the HUD Hartford Field Office and request that the HUD Hartford provide a letter approving the selection of the project and the number of allocated vouchers. A copy of the HUD Hartford Field Office's letter of confirmation must be submitted with this application.

Alternatively, allocations of rental assistance vouchers that are sought under this competitive process should not include considerations for project-based assistance if the developer intends to use the competition to qualify for an exemption under 24 CFR 983.51 (b)(2) as such consideration will interfere with the use of this competition for the exemption.

If an application seeks financing for a development that is/was HUD public housing, then a letter of disposition from HUD must be included with the application OR a letter from the HUD Hartford Field Office certifying that a disposition application is pending that the Field Office has certified.

If the development proposal includes a change in the property's project-based Section 8 contract or will require HUD's approval for site re-use, then provide the HUD Hartford office with a written description of the action triggering HUD's involvement. Submit a copy of the letter sent to HUD Hartford outlining the request with this application.

**Attach and label as "Exhibit 11.2"**

SEEC-10 Certification

SECTION XII. HTCC APPLICATION EXHIBITS

SECTION XIII. POINTS CALCULATION WORKSHEETS

SECTION XIV. HTCC POINTS DOCUMENTATION

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Any applicant receiving a funding award from the Department of Housing (DOH) and/or financing approval from the Connecticut Housing Finance Authority (CHFA) shall provide the following within four weeks of receiving an award or approval:

#### **Fair Housing Marketing Plan**

In accordance with Conn. Gen. Stat. 8-37cc, the Fair Housing Marketing Plan "shall have provisions for recruitment of an applicant pool that includes residents of municipalities of relatively high concentrations of minority populations." A complete plan will include:

- Affirmative Fair Housing Marketing Plan AA5 form and instructions
- Tenant Selection Methodology
- Discrimination Complaint Procedure
- Fair Housing Law Violation(s), if any, for the applicant entity, the applicant entity's general partner (or managing member) and the Management Agent

#### **Relocation Plan**

The Relocation Plan must be prepared in accordance with 49 CFR 24.2, HUD Handbook 1378, Chapter 135 of the C.G.S. and any applicable regulations. The Relocation Plan must demonstrate an effort to minimize the impact of relocation on the tenants and must include an estimated budget for relocation activities and the source(s) of funds.

#### **Management Agent Confirmation**

Managing Agents who have not been previously approved by CHFA will be required to submit information including but not limited to:

- Demonstration that the Agent is a licensed Real Estate Broker in good standing in the State of Connecticut
- Documentation from the Office of the Secretary of State indicating that the Agent is registered to do business in the State of Connecticut
- Demonstration of training and experience in management of multifamily residential housing acceptable to CHFA
- Financial statements of the Management Company reflecting current financial status and resources

(See CHFA Management Agent Approval Requirements)

#### **Hiring and Contracting [State] (DOH Only)**

DOH funding recipients are required to demonstrate that good faith efforts will be made to contract minority and female owned businesses to the greatest extent feasible. The State of Connecticut has established as set-aside goals that 25% of all contracts be awarded to small businesses and that 7.5% be awarded to minority or female owned businesses. To document good faith effort, contractors which receive state funding must complete an Affirmative Action Plan and submit that plan to CHRO.

A copy of the transmittal letter of the Contractor's Affirmative Action Plan to CHRO must be submitted after funding has been approved/awarded. If the contractor has not yet been chosen, then the Contractor's Affirmative Action Plan must be submitted to CHRO immediately upon their selection with a copy of the transmittal letter forwarded to DOH and/or CHFA.

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#### **Use of Funds**

The undersigned understands that funding resulting from this application is one-time in nature and that there is no obligation for additional funding from the Department of Housing and/or the Connecticut Housing Finance Authority. In addition, the undersigned agrees that any funds that may be provided pursuant to this application be utilized exclusively for the purposes represented in this application, as may be amended and accepted by the Department of Housing and/or the Connecticut Housing Finance Authority.

#### **References**

The undersigned agrees that banks, credit agencies, and any agency and/or quasi-agency of the State of Connecticut to include but not be limited to, the Connecticut Department of Labor, the Connecticut Department of Revenue Services, the Connecticut Department of Energy and Environmental Protection and the Clean Energy Finance and Investment Authority, and other references are hereby authorized now, or anytime in the future, to give the Department of Housing and/or the Connecticut Housing Finance Authority any and all information in connection with matters referred to in this application, including information concerning the payment of taxes by the Applicant and Co-Sponsor.

□

#### **Submitted Form Modification**

Under no circumstances should protected formulas or information in this workbook be modified without the written permission of either the Connecticut Housing Finance Authority or the Department of Housing. Any unapproved modifications that are discovered to this application or any associated workbooks or forms may result in the submitted application not being considered for funding.

#### **False Statement**

The undersigned understands that the Department of Housing and/or the Connecticut Housing Finance Authority will rely on the information in this application and that, if the application is approved, any deliberate omissions, misrepresentations and/or incorrect statements in this application may result in withdrawal of the application from the review process at the Department of Housing's and/or the Connecticut Housing Finance Authority's discretion. The undersigned understands that he/she may be prosecuted for false statement under the laws of the State of Connecticut under Section 53a-157 of the General Statutes, as amended from time to time, for any false statement made herein.

#### **Authorization**

The undersigned has been duly authorized by resolution of the Applicant's governing body to submit the attached in its name and knows of no reason why the Applicant cannot complete the development in accordance with the representations contained herein. Such resolution is submitted with this application. It is further understood and agreed that the undersigned is under a continuing obligation to inform the Department of Housing and/or the Connecticut Housing Finance Authority in writing of any corrections, omissions or material changes in this application and its exhibits.

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Applicant Signature

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Date

DEVELOPMENT NAME: Holley Block      APPLICANT: Salisbury Housing Committee, Inc.

**APPLICANT**  
(Owner/Mortgagor): Salisbury Housing Committee, Inc.

Address: 28 Prospect Street  
Lakeville CT 006039      Website: \_\_\_\_\_

Principal(s): \_\_\_\_\_

Contact Person: Anne C. Kremer      Email Address: ackkremer@gmail.com

Telephone Number: 860-588-4048      Fax Number: 0

Identity of interests:  Yes       No      Entity: \_\_\_\_\_

Please list any projects in your portfolio that you have been involved with in the last five years, including any that are currently being prepared or reviewed.

Project	Location	Compliance Status	Placed In-Service
Sarum Village Phase 1	Salisbury, CT	Occupancy	1988
Sarum Village Phase 2	Salisbury, CT	Occupancy	10/1/2017
Sarum Village Phase 3	Salisbury, CT	Application	

**GENERAL PARTNER**

(Legal Name): N/A

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Website: \_\_\_\_\_

Principal/Mgng Member(s): \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Identity of interests:  Yes       No      Entity: \_\_\_\_\_

Please list only LIHTC projects in your portfolio that you have owned for five years or more, including any that are currently being prepared or reviewed.

Project	Location	Compliance Status	Placed In-Service

**DEVELOPER**

(Legal Name): Same as Applicant

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Website: \_\_\_\_\_

Principal(s): \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Identity of interests:  Yes  No Entity: \_\_\_\_\_

Please list any projects in your portfolio that you have developed within the last five years, including any that are currently being prepared or reviewed.

Project	Location	Compliance Status	Placed In-Service

**ARCHITECT**

To Be Determined

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Website: \_\_\_\_\_

Principal(s): \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Identity of interests:  Yes  No Entity: \_\_\_\_\_

Please identify all projects that you or your organization is currently assisting which include or potentially include CHFA or DOH funding. This includes projects in the planning, development, or construction phases. Also include any projects completed within the past year. This list should include all projects being funded or potentially assisted with CHFA or DOH funds and is not limited to projects being completed by the developer under this application.

Project	Location	Status	Date Completed



**ENGINEER** To Be Determined

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Website: \_\_\_\_\_

Principal(s): \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Identity of interests:  Yes  No Entity: \_\_\_\_\_

**CONSULTANT** Housing Enterprises, Inc.

Address: 51 College Street

City: Enfield State: CT Zip Code: 06082

Website: \_\_\_\_\_

Principal(s): David Berto, President

Contact Person: Cathy Petracone Email Address: cpetracone@housingenterprises.com

Telephone Number: 860-741-9837 Fax Number: 860-698-6725

Identity of interests:  Yes  No Entity: \_\_\_\_\_

Services to be provided: Housing consultant services and application completion.

Estimated Cost: \$25,000 Estimated Hours: 200

SS / Federal Tax ID #: 08-1450475 Is this firm a certified Small Business firm? No

Is this firm a certified Minority/Women-Owned Enterprise? No

Please identify all projects that you or your organization is currently assisting which include or potentially include CHFA or DOH funding. This includes projects in the planning, development, or construction phases. Also include any projects completed within the past year. This list should include all projects being funded or potentially assisted with CHFA or DOH funds and is not limited to projects being completed by the developer under this application.

Project	Location	Status	Date Completed
See project list in Ex 3.1.a			

**CONTRACTOR** To Be Determined

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Website: \_\_\_\_\_

Principal(s): \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Identity of interests:  Yes  No Entity: \_\_\_\_\_

**PROPERTY MANAGER** Connecticut Real Estate Management, LLC

Address: P.O. Box 397, 50 Southwick Court, 2nd Floor

City: Cheshire State: CT Zip Code: 06410

Website: \_\_\_\_\_

Principal(s): Alyssa Pillion, Owner

Contact Person: Alyssa Pillion Email Address: ctrealestatemgmt@aol.com

Telephone Number: 203-699-9335 Fax Number: 203-699-9331

Approved by CHFA?:  Yes  No

If property manager not approved by CHFA, please see CHFA website for approval requirements.

Identity of interests:  Yes  No Entity: \_\_\_\_\_

Please list LIHTC projects you have managed for five years or more and projects that you or your organization is currently assisting which include or potentially include CHFA or DOH funding. This includes projects in the planning, development, or construction phases. Also include any projects completed within the past year. This list should include all projects being funded or potentially assisted with CHFA or DOH funds and is not limited to projects being completed by the developer under this application.

LIHTC Project	Location (City, State)	Compliance Status	Number of Years Managed
See attached list in Ex 3.1.a			
Project	Location	Status	Date Completed
See attached list in Ex 3.1.a			

**TAX CREDIT SYNDICATOR** N/A

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Website: \_\_\_\_\_

Principal(s): \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Identity of interests:  Yes  No Entity: \_\_\_\_\_

**SERVICE PROVIDER** N/A

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Website: \_\_\_\_\_

Principal(s): \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Identity of interests:  Yes  No Entity: \_\_\_\_\_

**OTHER**

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Website: \_\_\_\_\_

Principal(s): \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Identity of interests:  Yes  No Entity: \_\_\_\_\_

**OTHER**

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Website: \_\_\_\_\_

Principal(s): \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Identity of interests:  Yes  No Entity: \_\_\_\_\_



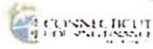


Exhibit 5.1 - RENTAL INCOME CALCULATION WORKSHEET



Version 2018  
 Submission Date:  
 November 7, 2018

DEVELOPMENT NAME:  APPLICANT:   
 Current Year:  Proforma Stabilized Year (PSY):

CHFA & DOH RENT GUIDELINES

AMI %	# Bedrooms	2018 Maximum Allowable Family Income <i>(DOH Only)</i>	2018 Allowable Housing Cost <i>(DOH Only)</i>	2018 Maximum Allowable Gross Rent <i>(DOH Only)</i>	2018 Maximum Allowable Gross Rent <i>(CHFA Only)</i>	2022 Maximum Allowable Gross Rent <i>(CHFA Only)</i>
25%	1	\$16,819	\$420	\$430	\$454	\$491
25%	2	\$20,183	\$505	\$516	\$545	\$590
25%	3	\$23,322	\$583	\$596	\$629	\$681
50%	1	\$34,759	\$869	\$860	\$908	\$983
50%	2	\$40,365	\$1,009	\$1,032	\$1,090	\$1,180
50%	3	\$46,644	\$1,166	\$1,192	\$1,258	\$1,362
80%	1	\$53,820	\$1,346	\$1,214	\$1,453	\$1,573
80%	2	\$64,584	\$1,615	\$1,515	\$1,744	\$1,888
80%	3	\$74,630	\$1,866	\$1,895	\$2,014	\$2,180
0%	0		\$0			\$0
0%	0		\$0			\$0
0%	0		\$0			\$0
0%	0		\$0			\$0
0%	0		\$0			\$0
0%	0		\$0			\$0
0%	0		\$0			\$0
0%	0		\$0			\$0

DEVELOPMENT NAME		Holley Block		APPLICANT		Salisbury Housing Committee, Inc.		
Expenses are based on Proforma Stabilized Year		2022	Number of Units		12			
LINE ITEM DESCRIPTION	Residential	Non-Residential	Asset Manager / Underwriter Adjustment - Residential	Asset Manager / Underwriter Adjustment - Non-Residential	Total Asset Manager / Underwriter Adjusted Residential	Total Asset Manager / Underwriter Adjusted Non-Residential	Total Asset Manager / Underwriter Adjusted Proforma	
1	Rent Revenue- Gross Potential	112,035				112,035	0	112,035
2	Tenant Assistance Payments (HAP Receipts)	0				0	0	0
3	Rent Revenue- Stores & Commercial					0	0	0
4	Rent Revenue- Garage & Parking					0	0	0
5	Flexible Subsidy Revenue					0	0	0
6	Miscellaneous Rent Revenue					0	0	0
7	Excess Rent					0	0	0
8	Rent Revenue- Insurance					0	0	0
9	Special Claims Revenue					0	0	0
10	Retained Excess Income					0	0	0
11	<b>Total Rent Revenue (GPI @ 100% Occupancy)</b>	<b>112,035</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>112,035</b>	<b>0</b>	<b>112,035</b>
12	Apartments- Vacancy	6,621				6,621	0	6,621
13	Stores & Commercial- Vacancy					0	0	0
14	Rental Concessions					0	0	0
15	Garage & Parking- Vacancy					0	0	0
16	Miscellaneous (other vacancy)					0	0	0
17	<b>Total Vacancies</b>	<b>(6,621)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(6,621)</b>	<b>0</b>	<b>(6,621)</b>
18	<b>Net Rental Revenue (Rent Revenue Less Vacancy)</b>	<b>105,414</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>105,414</b>	<b>0</b>	<b>105,414</b>
19	Elderly & Congregate Serv. Income (attach schedule)					0	0	0
20	Financial Revenue- Project Operations					0	0	0
21	Revenue from Investments- Residual Receipts					0	0	0
22	Revenue from Investments- Replacement Reserves					0	0	0
23	Revenue from Investments- Miscellaneous					0	0	0
24	<b>Total Financial Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
25	Laundry & Vending Revenue					0	0	0
26	NSF & Late Fees					0	0	0
27	Damages & Cleaning Fees					0	0	0
28	Forfeited Tenant Security Deposits					0	0	0
29	<b>Tenant Charges (Total of Line 26-28)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
30	Interest Reduction Payments					0	0	0
31	Miscellaneous Revenue					0	0	0
32	<b>Total Other Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
33	Other Revenue - Vacancy (20% of Lines 25 - 31)	0	0	0	0	0	0	0
34	<b>TOTAL REVENUE</b>	<b>105,414</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>105,414</b>	<b>0</b>	<b>105,414</b>
35	Conventions & Meetings					0	0	0
36	Management Consultants					0	0	0
37	Advertising & Marketing	1,000				1,000	0	1,000
38	Apartment Resale Expenses (Co-ops)					0	0	0
39	Other Renting Expenses	1,200				1,200	0	1,200
40	Office Salaries	15,600				15,600	0	15,600
41	Office Supplies	600				600	0	600
42	Telephone & Answering Service	600				600	0	600
43	<b>Office Expenses (Total of Line 41 &amp; 42)</b>	<b>1,200</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,200</b>	<b>0</b>	<b>1,200</b>
44	Office or Model Apartment Rent					0	0	0
45	Management Fee	7,910				7,910	0	7,910
46	Manager or Superintendent Salaries					0	0	0
47	Administrative Rent Free Unit					0	0	0
48	Legal Expense- Project	1,800				1,800	0	1,800
49	Audit Expense	2,000				2,000	0	2,000
50	Bookkeeping Fees/Accounting Services	1,440				1,440	0	1,440
51	Bad Debts					0	0	0
52	Miscellaneous Administrative Expenses	1,200				1,200	0	1,200

		Residential	Non-Residential	Asset Manager / Underwriter Adjustment - Residential	Asset Manager / Underwriter Adjustment - Non-Residential	Total Asset Manager / Underwriter Adjusted Residential	Total Asset Manager / Underwriter Adjusted Non-Residential	Total Asset Manager / Underwriter Adjusted Proforma
53	<b>Total Administrative Expenses</b>	33,350	0	0	0	33,350	0	33,350
54	Fuel Oil/ Coal					0	0	0
55	Electricity	3,000				3,000	0	3,000
56	Water	3,168				3,168	0	3,168
57	Gas					0	0	0
58	Sewer	2,880				2,880	0	2,880
59	<b>Total Utilities Expenses</b>	9,048	0	0	0	9,048	0	9,048
60	Janitor & Cleaning Payroll					0	0	0
61	Grounds Payroll					0	0	0
62	Repairs Payroll					0	0	0
63	<b>Payroll (Total of Line 60 - 62)</b>	0	0	0	0	0	0	0
64	Janitor and Cleaning Supplies					0	0	0
65	Exterminating Supplies					0	0	0
66	Ground Supplies	600				600	0	600
67	Repairs Material	1,800				1,800	0	1,800
68	Decorating Supplies	1,000				1,000	0	1,000
69	<b>Supplies (Total of Line 64 - 68)</b>	3,400	0	0	0	3,400	0	3,400
70	Janitor and Cleaning Contracts					0	0	0
71	Exterminating Contracts					0	0	0
72	Grounds Contracts	1,710				1,710	0	1,710
73	Repairs Contracts	3,000				3,000	0	3,000
74	Elevator Maintenance Contract					0	0	0
75	Swimming Pool Maintenance Contract					0	0	0
76	Decorating (Painting) Contract/Payroll	1,500				1,500	0	1,500
77	<b>Contracts (Total of Line 70 - 76)</b>	6,210	0	0	0	6,210	0	6,210
78	Operating & Maintenance Rent Free Unit					0	0	0
79	Garbage & Trash Removal					0	0	0
80	Security Payroll/ Contracts					0	0	0
81	Security Rent Free Unit					0	0	0
82	Heating/Cooling Repairs & Maintenance	2,400				2,400	0	2,400
83	Snow Removal	2,250				2,250	0	2,250
84	Vehicle & Maint. Equip. Operation & Repair					0	0	0
85	Miscellaneous Operating & Maintenance	1,200				1,200	0	1,200
86	<b>Total Operating &amp; Maintenance Expenses</b>	15,460	0	0	0	15,460	0	15,460
87	Real Estate Tax	0				0	0	0
88	Payroll Taxes (project share)					0	0	0
89	Property & Liability Insurance	14,000				14,000	0	14,000
90	Fidelity Bond Insurance					0	0	0
91	Workmen's Compensation					0	0	0
92	Health Insurance & Other Benefits					0	0	0
93	Miscellaneous Taxes, Licenses, Permits					0	0	0
94	Other Insurance					0	0	0
95	<b>Misc. Taxes, Lic., Permits &amp; Ins. (Lines 93 &amp; 94)</b>	0	0	0	0	0	0	0
96	<b>Total Taxes &amp; Insurance</b>	14,000	0	0	0	14,000	0	14,000
97	Elderly & Congregate Serv. Expense (attach schedule)					0	0	0
98	<b>TOTAL OPERATING EXPENSES</b>	71,858	0	0	0	71,858	0	71,858
99	<b>OPERATING INCOME (LOSS)</b>	33,556	0	0	0	33,556	0	33,556
100	Mortgage Principal & Interest- CHFA Debt					0	0	0
101	Mortgage Principal & Interest- Other Debt	21,237				21,237	0	21,237
102	Mortgage Insurance Premium/ Service Charges					0	0	0
103	Miscellaneous Financial Expenses					0	0	0
104	<b>Total Financial Expenses</b>	21,237	0	0	0	21,237	0	21,237
105	Replacement Reserve Deposits	5,400				5,400	0	5,400
106	Operating (Other) Reserve Deposits					0	0	0
107	<b>NET PROJECTED CASH FLOW</b>	6,918	0	0	0	6,918	0	6,918
108	Replacement Reserve Releases					0	0	0
109	Operating Reserve Releases					0	0	0
110	Capital Improvements- Building (attach schedule)					0	0	0

LINE ITEM DESCRIPTION	Residential	Non-Residential	Asset Manager / Underwriter Adjustment - Residential	Asset Manager / Underwriter Adjustment - Non-Residential	Total Asset Manager / Underwriter Adjusted Residential	Total Asset Manager / Underwriter Adjusted Non-Residential	Total Asset Manager / Underwriter Adjusted Proforma
111 Capital Improvements- Equipment (attach schedule)					0	0	0
112 Net Operating Income (NOI)							28,156
113 Debt Service Coverage Ratio (DSC)							1.33
114 Per Unit Expenses (Excluding: RE Taxes & Reserves)	5,988						6,438

Form Prepared by: David Berto, President, Housing Enterprises, Inc.

Phone Number: 860-741-9837

*The undersigned presents the enclosed estimates as reasonable and accurate projections of operating income and expenses for stated stabilized fiscal year.*

CHFA/DOH Accepted By:

Management Company Accepted By:

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Name Title

CHFA DOH CONSOLIDATED APPLICATION



Exhibit 5.2.c - EXPENSE SUMMARY



Version 2018  
Submission Date:  
November 7, 2018

DEVELOPMENT NAME **Holley Block** APPLICANT **Salisbury Housing Committee, Inc.**

EXPENSES	RESIDENTIAL	\$ / PUPA	NON-RESIDENTIAL	COMBINED	DETAILED INCOME & EXPENSES LINE REFERENCE	COMMENTS
<b>Administrative</b>	33,350	2,779	-	33,350		
Conventions and Meetings	-	-	-	-	35	
Management Consultants	-	-	-	-	36	
Advertising and Marketing	1,000	83	-	1,000	37	
Apartment Resale Expenses (Co-ops)	-	-	-	-	38	
Other Renting Expenses	1,200	100	-	1,200	39	
Office Salaries (Project Share)	15,600	1,300	-	15,600	40	
Office Supplies	600	50	-	600	41	
Telephone & Answering Service	600	50	-	600	42	
Office or Model Apartment Rent	-	-	-	-	44	
Management Fee (Max. 5% EGI)	7,910	659	-	7,910	45	
Manager or Leasing Agent	-	-	-	-	46	
Administrative Rent-Free / Reduced Unit	-	-	-	-	47	
Legal Expense- Project	1,800	150	-	1,800	48	
Audit Expense	2,000	167	-	2,000	49	
Bookkeeping Fees/Accounting Services	1,440	120	-	1,440	50	
Bad Debts	-	-	-	-	51	
Administrative / Misc.	1,200	100	-	1,200	52	
<b>Utilities</b>	9,048	754	-	9,048		
Fuel Oil/Coal	-	-	-	-	54	
Electricity	3,000	250	-	3,000	55	
Water	3,168	264	-	3,168	56	
Gas	-	-	-	-	57	
Sewer	2,880	240	-	2,880	58	
<b>Operating and Maintenance</b>	15,460	1,289	-	15,460		
Payroll	-	-	-	-	60, 61, 62	
Supplies	3,400	283	-	3,400	64, 65, 66, 67, 68	
Contracts	6,210	518	-	6,210	70, 71, 72, 73, 74, 75, 76	
Operating and Maintenance Rent Free Units	-	-	-	-	78	
Garbage and Trash Removal	-	-	-	-	79	
Security Payroll / Contracts	-	-	-	-	80	
Security Rent Free Unit	-	-	-	-	81	
Heating / Cooling Repairs & Maintenance	2,400	200	-	2,400	82	
Snow Removal	2,250	188	-	2,250	83	
Vehicle Maint. Equipment Operations & Repair	-	-	-	-	84	
Misc. Operating & Maintenance	1,200	100	-	1,200	85	
<b>Taxes and Insurance</b>	14,000	1,167	-	14,000		
Payroll Taxes (project share)	-	-	-	-	88	
Property & Liability Insurance	14,000	1,167	-	14,000	89	
Fidelity Bond Insurance	-	-	-	-	90	
Workmen's Comp	-	-	-	-	91	
Health Insurance & Other Benefits	-	-	-	-	92	
Misc. Taxes, Insurance, Permits & Insurance	-	-	-	-	93, 94	
Elderly & Congregate	-	-	-	-	97	
<b>Total Admin., Utilities, Oper. and Maint., Tax and Ins.</b>	71,858	5,989	-	71,858		
<b>Capital (Replacement) Reserve</b>	5,400	-	-	5,400	105	
Sub-Total (Incl. RESERVES)	77,258	5,989	-	77,258		
Real Estate Taxes	-	-	-	-	87	
<b>TOTAL ANNUAL EXPENSES</b>	<b>77,258</b>	<b>5,989</b>	<b>-</b>	<b>77,258</b>		



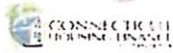


Exhibit 5.3 - CASH FLOW PROJECTION



Version 2018  
Submission Date:  
November 7, 2018

DEVELOPMENT NAME			APPLICANT						
Holley Block			Salisbury Housing Committee, Inc.						
			1	2	3	4	5	6	7
			2022	2023	2024	2025	2026	2027	2028
Growth %									
<b>INCOME</b>	RESIDENTIAL - Qualified / Afford. Gross Rental Income	2.0%	112,035	114,276	116,562	118,893	121,271	123,696	126,170
	- RESIDENTIAL - Qualified / Afford. Vacancy Loss	2.0%	6,621	6,754	6,889	7,027	7,167	7,311	7,457
	= RESIDENTIAL - Qualified / Afford. Net Rental Income	2.0%	105,414	107,522	109,673	111,866	114,103	116,386	118,713
	RESIDENTIAL - Market Rate Gross Rental Income	2.0%	-	-	-	-	-	-	-
	- RESIDENTIAL - Market Rate Vacancy Loss	2.0%	-	-	-	-	-	-	-
	= RESIDENTIAL - Market Rate Net Rental Income	2.0%	-	-	-	-	-	-	-
	Other Income	2.0%	-	-	-	-	-	-	-
	<b>EFFECTIVE GROSS INCOME (EGI)</b>		<b>\$ 105,414</b>	<b>\$ 107,522</b>	<b>\$ 109,673</b>	<b>\$ 111,866</b>	<b>\$ 114,103</b>	<b>\$ 116,386</b>	<b>\$ 118,713</b>
<b>EXPENSES</b>	Total Administrative Expenses	3.0%	33,350	34,351	35,381	36,442	37,536	38,662	39,822
	Total Utilities Expenses	3.0%	9,048	9,319	9,599	9,887	10,184	10,489	10,804
	Total Operating & Maintenance Expenses	3.0%	15,460	15,924	16,402	16,894	17,400	17,922	18,460
	Real Estate Tax	3.0%	-	-	-	-	-	-	-
	Property & Liability Insurance	3.0%	14,000	14,420	14,853	15,298	15,757	16,230	16,717
	Misc.	3.0%	-	-	-	-	-	-	-
	Elderly & Congregate Serv. Expense (attach schedule)	3.0%	-	-	-	-	-	-	-
	Capital (Replacement) Reserve	0.0%	5,400	5,400	5,400	5,400	5,400	5,400	5,400
	<b>Sub Total: ANNUAL EXPENSES</b>		<b>\$ 77,258</b>	<b>\$ 79,414</b>	<b>\$ 81,634</b>	<b>\$ 83,921</b>	<b>\$ 86,277</b>	<b>\$ 88,703</b>	<b>\$ 91,202</b>
	<b>NOI</b>		<b>\$ 28,156</b>	<b>\$ 28,109</b>	<b>\$ 28,039</b>	<b>\$ 27,945</b>	<b>\$ 27,827</b>	<b>\$ 27,682</b>	<b>\$ 27,511</b>
	<b>Capital (Replacement) Reserve Balance</b>		<b>5,400</b>	<b>10,800</b>	<b>16,200</b>	<b>21,600</b>	<b>27,000</b>	<b>32,400</b>	<b>37,800</b>
<b>SCHEDULED ANNUAL DEBT SERVICE (ADS)</b>									
<b>CHFA Loan Tax-Exempt Bonds</b>									
	Term (Yrs.) >	\$0	Pay Rate ADS	-	-	-	-	-	-
	Contract Rate >	30	DSC	n/a	n/a	n/a	n/a	n/a	n/a
		4.970%	Bal. (E.O.Y.)	\$0	\$0	\$0	\$0	\$0	\$0
<b>CHFA Loan - Non-Bond Proceeds [Specify]</b>									
	Term (Yrs.) >	\$0	Pay Rate ADS	-	-	-	-	-	-
	Contract Rate >	0	DSC	n/a	n/a	n/a	n/a	n/a	n/a
		0.00%	Bal. (E.O.Y.)	\$0	\$0	\$0	\$0	\$0	\$0
<b>DOH Loan Funding</b>									
	Term (Yrs.) >	\$0	Pay Rate ADS	-	-	-	-	-	-
	Contract Rate >	0	DSC	n/a	n/a	n/a	n/a	n/a	n/a
		0.00%	Bal. (E.O.Y.)	\$0	\$0	\$0	\$0	\$0	\$0
<b>CDBG Loan Funds: [Specify]</b>									
	Term (Yrs.) >	\$0	Pay Rate ADS	-	-	-	-	-	-
	Contract Rate >	0	DSC	n/a	n/a	n/a	n/a	n/a	n/a
		0.00%	Bal. (E.O.Y.)	\$0	\$0	\$0	\$0	\$0	\$0



Exhibit 5.3 - CASH FLOW PROJECTION

DEVELOPMENT NAME			Holley Block							
		Growth %	8 2029	9 2030	10 2031	11 2032	12 2033	13 2034	14 2035	15 2036
<b>INCOME</b>										
	RESIDENTIAL - Qualified / Afford. Gross Rental Income	2.0%	128,693	131,267	133,893	136,570	139,302	142,088	144,930	147,828
	- RESIDENTIAL - Qualified / Afford. Vacancy Loss	2.0%	7,606	7,758	7,913	8,071	8,233	8,398	8,565	8,737
	= RESIDENTIAL - Qualified / Afford. Net Rental Income	2.0%	121,088	123,509	125,979	128,499	131,069	133,690	136,364	139,091
	RESIDENTIAL - Market Rate Gross Rental Income	2.0%	-	-	-	-	-	-	-	-
	- RESIDENTIAL - Market Rate Vacancy Loss	2.0%	-	-	-	-	-	-	-	-
	= RESIDENTIAL - Market Rate Net Rental Income	2.0%	-	-	-	-	-	-	-	-
	Other Income	2.0%	-	-	-	-	-	-	-	-
	<b>EFFECTIVE GROSS INCOME (EGI)</b>		\$ 121,088	\$ 123,509	\$ 125,979	\$ 128,499	\$ 131,069	\$ 133,690	\$ 136,364	\$ 139,091
<b>EXPENSES</b>										
	Total Administrative Expenses	3.0%	41,016	42,247	43,514	44,820	46,164	47,549	48,976	50,445
	Total Utilities Expenses	3.0%	11,128	11,462	11,806	12,160	12,525	12,900	13,287	13,686
	Total Operating & Maintenance Expenses	3.0%	19,014	19,584	20,172	20,777	21,400	22,042	22,704	23,385
	Real Estate Tax	3.0%	-	-	-	-	-	-	-	-
	Property & Liability Insurance	3.0%	17,218	17,735	18,267	18,815	19,379	19,961	20,559	21,176
	Misc.	3.0%	-	-	-	-	-	-	-	-
	Elderly & Congregate Serv. Expense (attach schedule)	3.0%	-	-	-	-	-	-	-	-
	Capital (Replacement) Reserve	0.0%	5,400	5,400	5,400	5,400	5,400	5,400	5,400	5,400
	<b>Sub Total: ANNUAL EXPENSES</b>		\$ 93,776	\$ 96,428	\$ 99,158	\$ 101,971	\$ 104,868	\$ 107,852	\$ 110,926	\$ 114,092
	<b>NOI</b>		\$ 27,311	\$ 27,082	\$ 26,821	\$ 26,528	\$ 26,201	\$ 25,838	\$ 25,438	\$ 25,000
	<b>Capital (Replacement) Reserve Balance</b>		43,200	48,600	54,000	59,400	64,800	70,200	75,600	81,000
<b>SCHEDULED ANNUAL DEBT SERVICE (ADS)</b>										
<b>CHFA Loan Tax-Exempt Bonds</b>										
	Term (Yrs.) >	\$0	Pay Rate ADS	-	-	-	-	-	-	-
	Contract Rate >	30	DSC	n/a	n/a	n/a	n/a	n/a	n/a	n/a
		4.970%	Bal. (E.O.Y.)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>CHFA Loan - Non-Bond Proceeds [Specify]</b>										
	Term (Yrs.) >	\$0	Pay Rate ADS	-	-	-	-	-	-	-
	Contract Rate >	0	DSC	n/a	n/a	n/a	n/a	n/a	n/a	n/a
		0.00%	Bal. (E.O.Y.)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>DOH Loan Funding</b>										
	Term (Yrs.) >	\$0	Pay Rate ADS	-	-	-	-	-	-	-
	Contract Rate >	0	DSC	n/a	n/a	n/a	n/a	n/a	n/a	n/a
		0.00%	Bal. (E.O.Y.)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>CDBG Loan Funds: [Specify]</b>										
	Term (Yrs.) >	\$0	Pay Rate ADS	-	-	-	-	-	-	-
	Contract Rate >	0	DSC	n/a	n/a	n/a	n/a	n/a	n/a	n/a
		0.00%	Bal. (E.O.Y.)	\$0	\$0	\$0	\$0	\$0	\$0	\$0



Exhibit 5.3 - CASH FLOW PROJECTION



Version 2018  
Submission Date:  
November 7, 2018

DEVELOPMENT NAME			APPLICANT						
Holley Block			Salisbury Housing Committee, Inc.						
		Growth %	1 2022	2 2023	3 2024	4 2025	5 2026	6 2027	7 2028
<b>Other Public Funds: [Specify]</b>									
Term (Yrs.) >	\$0	Pay Rate ADS	-	-	-	-	-	-	-
Contract Rate >	0	DSC	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	0.00%	Bal. (E.O.Y.)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other Amortizing Debt Bank Loan</b>									
Term (Yrs.) >	\$280,000	Pay Rate ADS	21,237	21,237	21,237	21,237	21,237	21,237	21,237
Contract Rate >	30	DSC	1.326	1.324	1.320	1.316	1.310	1.303	1.295
	6.50%	Bal. (E.O.Y.)	\$276,670	\$273,531	\$269,968	\$266,167	\$262,111	\$257,783	\$253,165
<b>Other Amortizing Debt [Specify]</b>									
Term (Yrs.) >	\$0	Pay Rate ADS	-	-	-	-	-	-	-
Contract Rate >	0	DSC	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	0.00%	Bal. (E.O.Y.)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Existing Debt</b>									
Term (Yrs.) >	\$0	Pay Rate ADS	-	-	-	-	-	-	-
Contract Rate >	0	DSC	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	0.00%	Bal. (E.O.Y.)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>GP Loan</b>									
Term (Yrs.) >	\$0	Pay Rate ADS	-	-	-	-	-	-	-
Contract Rate >	0	DSC	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	0.00%	Bal. (E.O.Y.)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>ADS STOT. =</b>			\$ 21,237	\$ 21,237	\$ 21,237	\$ 21,237	\$ 21,237	\$ 21,237	\$ 21,237
<b>CASH FLOW AFTER DEBT SERVICE (CFADS)</b>			\$ 6,918	\$ 6,871	\$ 6,801	\$ 6,707	\$ 6,589	\$ 6,445	\$ 6,274
<b>PROJECT DSC =</b>			1.326	1.324	1.320	1.316	1.310	1.303	1.295
<b>EFFECTIVE DSC (w/Op-DSC Reserve)</b>			1.326	1.324	1.320	1.316	1.310	1.303	1.295
<b>Contingent Payments</b>									
[ From Cash Flow after Scheduled ADS]									
<b>CHFA - Additional Interest</b>									
1 PMT/Yr., Default ITA Loans: Insert 20%, TEB Loans: 0%									
<b>Other</b>									
	20%		1,384	1,374	1,360	1,341	1,318	1,289	1,255
	Cum. Paid		1,384	2,758	4,118	5,459	6,777	8,066	9,321
	0%		-	-	-	-	-	-	-
	Cum. Paid		-	-	-	-	-	-	-
<b>Net Cash Flow/Surplus Cash</b>			\$ 5,534	\$ 5,497	\$ 5,441	\$ 5,366	\$ 5,271	\$ 5,156	\$ 5,019
<b>Owner Distributions</b>									
Limited Dividend									
<b>Available/Permitted Distribution</b>			\$ 5,534	\$ 5,497	\$ 5,441	\$ 5,366	\$ 5,271	\$ 5,156	\$ 5,019
<b>Annual Cash-On-Cash Return %</b>			0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%
<b>Deferred Developer Fee</b>									
To be fully repaid in 15 years from CHFA-approved Owner Distributions/Surplus Cash as per loan docs.									
Term >	\$20,000.00	PMT	\$ 6,918	\$ 6,871	\$ 6,801	\$ 6,707	\$ 6,589	\$ 6,445	\$ 6,274
Rate >	0	NPV							
	0.00%	Bal. (E.O.Y.)	\$13,082	\$7,585	\$2,144	(\$3,222)	(\$8,493)	(\$13,649)	(\$18,668)
		Cum. Paid	6,918	13,789	20,590	27,297	33,886	40,331	46,605
	0.0%		(1,384)	(1,374)	(1,360)	(1,341)	(1,318)	(1,289)	(1,255)
		Cum. Paid	(1,384)	(2,758)	(4,118)	(5,459)	(6,777)	(8,066)	(9,321)
	0.0%		-	-	-	-	-	-	-
		Cum. Paid	-	-	-	-	-	-	-
<b>Annual Total</b>			\$ 5,534	\$ 5,497	\$ 5,441	\$ 5,366	\$ 5,271	\$ 5,156	\$ 5,019
<b>Cum. Distribution</b>			5,534	11,031	16,472	21,838	27,109	32,265	37,284
<b>MAX. Deferred Fee=</b>			\$ 86,924.00						
<b>OPERATING / DEBT SERVICE / COVERAGE RESERVE</b>									
<b>CHFA Financing Reserve</b>									
NPV's									
Project Actual DSC >			1.326	1.324	1.320	1.316	1.310	1.303	1.295
For 1.0 DSC			0						
For 1.0 - 1.15 DSC			0						
<b>TOTAL RESERVE</b>			\$0						
BALANCE (B.O.Y.)			0	0	0	0	0	0	0
<b>OUTFLOWS (for 1.00 DSC)</b>			0	0	0	0	0	0	0
3.00%			0	0	0	0	0	0	0
Paid INTO Reserve			0	0	0	0	0	0	0
BALANCE (E.O.Y.)			0	0	0	0	0	0	0
<b>Supportive Housing Reserve</b>									
NPV's									
Project Actual DSC >			0	0	0	0	0	0	0
For 1.0 - 1.05 DSC			0						
<b>TOTAL RESERVE</b>			\$0						
Economic Coverage (1.00 to 1.15 DSC)			0	0	0	0	0	0	0
Economic Coverage (1.00 to 1.05 DSC)			0	0	0	0	0	0	0
<b>EFFECTIVE NOI</b>			28,156	28,109	28,039	27,945	27,827	27,682	27,511



Exhibit 5.3 - CASH FLOW PROJECTION

DEVELOPMENT NAME			Holley Block									
			8	9	10	11	12	13	14	15		
			Growth %	2029	2030	2031	2032	2033	2034	2035	2036	
<b>Other Public Funds: (Specify)</b>												
Term (Yrs.) >	\$0	Pay Rate ADS	-	-	-	-	-	-	-	-	-	
Contract Rate >	0.00%	DSC	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
		Bal. (E.O.Y.)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Other Amortizing Debt Bank Loan</b>												
Term (Yrs.) >	\$280,000	Pay Rate ADS	21,237	21,237	21,237	21,237	21,237	21,237	21,237	21,237	21,237	
Contract Rate >	6.50%	DSC	1.286	1.275	1.263	1.249	1.234	1.217	1.198	1.177	1.177	
		Bal. (E.O.Y.)	\$248,239	\$242,982	\$237,373	\$231,389	\$225,004	\$218,191	\$210,922	\$203,166	\$203,166	
<b>Other Amortizing Debt (Specify)</b>												
Term (Yrs.) >	\$0	Pay Rate ADS	-	-	-	-	-	-	-	-	-	
Contract Rate >	0.00%	DSC	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
		Bal. (E.O.Y.)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Existing Debt</b>												
Term (Yrs.) >	\$0	Pay Rate ADS	-	-	-	-	-	-	-	-	-	
Contract Rate >	0.00%	DSC	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
		Bal. (E.O.Y.)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>GP Loan</b>												
Term (Yrs.) >	\$0	Pay Rate ADS	-	-	-	-	-	-	-	-	-	
Contract Rate >	0.00%	DSC	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
		Bal. (E.O.Y.)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>ADS STOT. =</b>			\$ 21,237	\$ 21,237	\$ 21,237	\$ 21,237	\$ 21,237	\$ 21,237	\$ 21,237	\$ 21,237	\$ 21,237	
<b>CASH FLOW AFTER DEBT SERVICE (CFADS)</b>			\$ 6,074	\$ 5,844	\$ 5,584	\$ 5,290	\$ 4,963	\$ 4,601	\$ 4,201	\$ 3,762	\$ 3,762	
<b>PROJECT DSC =</b>			1.286	1.275	1.263	1.249	1.234	1.217	1.198	1.177	1.177	
<b>EFFECTIVE DSC (w/Op-DSC Reserve)</b>			1.286	1.275	1.263	1.249	1.234	1.217	1.198	1.177	1.177	
<b>Contingent Payments</b>												
[ From Cash Flow after Scheduled ADS]												
<b>CHFA - Additional Interest</b>		20%	1,215	1,169	1,117	1,058	993	920	840	752	752	
1 PMT/Yr., Default ITA Loans: Insert 20%, TEB Loans: 0%		Cum. Paid	10,536	11,705	12,822	13,880	14,873	15,793	16,633	17,385	17,385	
<b>Other</b>		0%	-	-	-	-	-	-	-	-	-	
		Cum. Paid	-	-	-	-	-	-	-	-	-	
<b>Net Cash Flow/Surplus Cash</b>			\$ 4,859	\$ 4,675	\$ 4,467	\$ 4,232	\$ 3,970	\$ 3,681	\$ 3,361	\$ 3,010	\$ 3,010	
<b>Owner Distributions</b>												
Limited Dividend		Available/Permitted Distribution	\$ 4,859	\$ 4,675	\$ 4,467	\$ 4,232	\$ 3,970	\$ 3,681	\$ 3,361	\$ 3,010	\$ 3,010	
		Annual Cash-On-Cash Return %	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	
<b>Deferred Developer Fee</b>												
To be fully repaid in 15 years from CHFA-approved Owner Distributions/Surplus Cash as per loan docs.												
Term >	\$20,000.00	PMT	\$ 6,074	\$ 5,844	\$ 5,584	\$ 5,290	\$ 4,963	\$ 4,601	\$ 4,201	\$ 3,762	\$ 3,762	
Rate >	0.000%	NPV	(523,527)	(528,202)	(532,869)	(536,901)	(540,671)	(544,552)	(547,913)	(550,923)	(553,923)	
		Bal. (E.O.Y.)	52,679	58,523	64,107	69,397	74,360	78,961	83,162	86,924	86,924	
<b>Developer Cash Flow Loan</b>												
		0.0%	(1,215)	(1,169)	(1,117)	(1,058)	(993)	(920)	(840)	(752)	(752)	
		Cum. Paid	(10,536)	(11,705)	(12,822)	(13,880)	(14,873)	(15,793)	(16,633)	(17,385)	(17,385)	
<b>Other</b>												
		0.0%	-	-	-	-	-	-	-	-	-	
		Cum. Distribution	-	-	-	-	-	-	-	-	-	
<b>Annual Total</b>			\$ 4,859	\$ 4,675	\$ 4,467	\$ 4,232	\$ 3,970	\$ 3,681	\$ 3,361	\$ 3,010	\$ 3,010	
<b>Cum. Distribution</b>			42,143	46,818	51,285	55,517	59,487	63,168	66,529	69,539	69,539	
<b>OPERATING / DEBT SERVICE / COVERAGE RESERVE</b>												
<b>CHFA Financing Reserve</b>		<b>NPV's</b>										
For 1.0 DSC	0	Project Actual DSC >	1.286	1.275	1.263	1.249	1.234	1.217	1.198	1.177	1.177	
For 1.0 - 1.15 DSC	0	BALANCE (B.O.Y.)	0	0	0	0	0	0	0	0	0	
<b>TOTAL RESERVE</b>	\$0	<b>OUTFLOWS (for 1.00 DSC)</b>	0	0	0	0	0	0	0	0	0	
			0	0	0	0	0	0	0	0	0	
<b>Supportive Housing Reserve</b>		<b>NPV's</b>										
For 1.0 DSC	0	BALANCE (E.O.Y.)	0	0	0	0	0	0	0	0	0	
For 1.0 - 1.05 DSC	0	<b>Economic Coverage (1.00 to 1.15 DSC)</b>	0	0	0	0	0	0	0	0	0	
<b>TOTAL RESERVE</b>	\$0	<b>Economic Coverage (1.00 to 1.05 DSC)</b>	0	0	0	0	0	0	0	0	0	
		<b>EFFECTIVE NOI</b>	27,311	27,082	26,821	26,528	26,201	25,838	25,438	25,000	25,000	

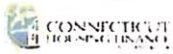


Exhibit 5.3 - CASH FLOW PROJECTION



DEVELOPMENT NAME

APPLICANT

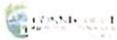
	1	2	3	4	5	6	7
	2022	2023	2024	2025	2026	2027	2028
<u>Growth %</u>							
EFFECTIVE DSC	1.33	1.32	1.32	1.32	1.31	1.30	1.30



Exhibit 5.3 - CASH FLOW PROJECTION

DEVELOPMENT NAME

	8	9	10	11	12	13	14	15
<u>Growth %</u>	2029	2030	2031	2032	2033	2034	2035	2036
EFFECTIVE DSC	1.29	1.28	1.26	1.25	1.23	1.22	1.20	1.18



DEVELOPMENT NAME Holley Block APPLICANT Salisbury Housing Committee, Inc.

	%	CONSTRUCTION FUNDING INFORMATION		PERMANENT FUNDING INFORMATION						
		Construction Budget	Permanent Budget (Applicant)	TAX CREDIT ELIGIBLE BASIS		TAX-EXEMPT BOND BASIS		DOH Grant Funding (Equity)	Other Public Funds: Town Cost Reductions	Developer / Investor Cash Equity
				70% NPV - 9% or 30% NPV - 4% (New / Rehab.)	30% NPV - 4% Exist Building Acquisition Credit	To be Completed by Independent Tax Professional Issuing the Attestment Letter				
								\$3,576,000	\$40,000	\$60,000
SITE & IMPROVEMENTS (Div. 2-16) Hard Costs			0	0						
GENERAL REQUIREMENTS (Max. 9% Site + Improvements)	0.0%		0	0						
OVERHEAD and PROFIT ( Max. 7% Site + Improvements)	0.0%		0	0						
BOND PREMIUM / L.O.C. COST			0	0						
BUILDING PERMITS and OTHER DEVELOPMENT FEES			0	0						
CONSTRUCTION (Project Cost Summary) Sub-Total		0	0	0	0	0	0	0	0	0
COMMERCIAL CONSTRUCTION			0	N/A						
COMMERCIAL CONSTRUCTION CONTINGENCY				N/A						
Other				0						
Other				0						
Other				0						
CONSTRUCTION CONTINGENCY (10% Max) (% Const. >)	0.0%			0						
CONSTRUCTION		0	0	0	0	0	0	0	0	0
ARCHITECT - Design	#DIV/0!	180,000	180,000	180,000						
ARCHITECT - Contract Admin (Min. 35%) (% Contract > )	0.0%			0						
ENGINEERING (Civil-Site / Structural / Mechanical / Geo-Technical / Etc.)		20,000	20,000	20,000						
SURVEYS (A-2: Exist. Conditions and As-Built)		7,000	7,000	7,000						
Other				0						
Other				0						
Other				0						
Other				0						
ARCHITECTURAL and ENGINEERING	#DIV/0!	207,000	207,000	207,000	0	0	0	0	0	0
INTEREST (CHFA)	#VALUE! \$			0						
CHFA LOAN ORIG. / COMMIT. FEE	#DIV/0!			N/A		N/A				
INTEREST - Bridge Loan				0						
FEES - Bridge Loan				0						
R. E. TAXES / PILOTS - Const. Period + ___ Months Lease Up				0						
INSURANCE (Builder's Risk / Liability / Hazard)				0						
UTILITIES - Const. Period				0						
Negative Arbitrage on Bonds (If Applic.)				N/A		N/A				
Credit Enhancement Premium (HUD or Private Perm. Mortg. Insur.)				N/A		N/A				
Cost of Bond Issuance				0						
Other				0						
Other				0						
Other				0						
CHFA CONSTRUCTION OBSERVATION ( ___ Weeks @ \$ ___ / Bi-weekly)				0						
FINANCE and INTERIM COSTS		0	0	0	0	0	0	0	0	0
LEGAL COUNSEL - Real Estate (Closing Docs and Title Work)		8,000	8,000	8,000						
CHFA EXTERNAL LEGAL COUNSEL				0						
TITLE INSUR. PREMIUMS and RECORDING COSTS				0						
APPRAISALS / MARKET STUDY (CHFA / LIHTC Required)		6,000	6,000	6,000						
LEASE UP & MARKETING \$s / Residential Unit \$0				N/A		N/A				
COST CERTIFICATIONS (CHFA/LIHTC/DOH Required)				N/A		N/A				
ENVIRONMENTAL REPORTS and TESTING		8,000	8,000	8,000						
Other - Advertising, Printing, Misc. Soft Costs		3,000	3,000	3,000						
Other				0						
Other				0						
OTHER COMMERCIAL USES/COSTS				N/A		N/A				
SOFT COST CONTINGENCY (5% Max) (A&E+FIN+SOFT %)	0.0%			0						
SOFT COSTS - Fees & Expenses		25,000	25,000	25,000	0	0	0	0	0	0
TOTAL DEVELOPMENT COSTS (TDC) (aka Development Costs)		232,000	232,000	232,000	0	0	0	0	0	0
DEVELOPER ALLOWANCE / FEE (Max. 15% TDC/ \$34800)	10.8%	25,000	25,000	25,000	N/A	N/A				
PRE-DEVEL. FINANCING (Interest) COSTS [ Lender-Approved ]				N/A		N/A				
Land Cost				N/A		N/A				
Other (Existing Reserves - Equipment)				N/A		N/A				
Existing Building/s				N/A		N/A				
SITE ACQUISITION (Appraised "As Is" Value)		0	0	N/A		N/A	0	0	0	0



DEVELOPMENT NAME Holley Block

APPLICANT Salisbury Housing Committee, Inc.

	%	CONSTRUCTION FUNDING INFORMATION		PERMANENT FUNDING INFORMATION					
		Construction Budget	Permanent Budget (Applicant)	TAX CREDIT ELIGIBLE BASIS		TAX-EXEMPT BOND BASIS	DOH Grant Funding (Equity)	Other Public Funds: Town Cost Reductions	Developer / Investor Cash Equity
				70% NPV - 9% or 30% NPV - 4% (New / Rehab.)	30% NPV - 4% Exist Building Acquisition Credit	To be Completed by Independent Tax Professional Issuing the Attestment Letter			
CHFA Operating Reserve			0	N/A	N/A				
Capital / Replacement				N/A	N/A				
Syndicator Reserve				N/A	N/A				
Working Capital Deposit (Non-Profit Only)				N/A	N/A				
Other				N/A	N/A				
<b>CAPITALIZED RESERVES</b>		0	0	N/A	N/A	0	0	0	0
<b>RECOGNIZED LENDING COSTS</b>		257,000	257,000	257,000	0	0	0	0	0
Entity Organizational and Legal				N/A	N/A				
Syndicator Fees / Commissions				N/A	N/A				
Equity Bridge Loan Interest and Fees				N/A	N/A				
Tax Opinion and Entity Accounting				N/A	N/A				
CHFA Tax Credit Fee (8% Ann. Credit)	#DIV/0!			N/A	N/A				
CHFA LIHTC Applic. Fee (\$1,000) and/or				N/A	N/A				
Historic Credit Applic. Fee				N/A	N/A				
Other				N/A	N/A				
<b>ENTITY and SYNDICATION COSTS / OTHER</b>		0	0	0	0	0	0	0	0
<b>CONSTRUCTION LOAN PAYDOWNS (if applicable)</b>		N/A	N/A	N/A	N/A	N/A			0
<b>TOTAL RESIDENTIAL USES</b>		257,000	257,000	257,000	0	0	0	0	0
<b>TOTAL COMMERCIAL USES</b>		0	0	0	0	0	0	0	0
<b>TOTAL USES (aka Project Cost)</b>		257,000	257,000	257,000	0	0	0	0	0

98.71%  
Intermediary Costs %

50% TEST CALC.  
Bond Amount \$0  
Aggregate Basis \$0  
% of Aggregate Basis Financed with TEB #DIV/0!

Anne C. Kremer, President	
Name & Title	Date
Salisbury Housing Committee, Inc.	
Company	
Official Use Only	
Budget Period:	From: _____ to: _____
	Revision #: _____ Reason for Revision: _____



Sources			
Energy Rebates	Other Town Land Donation	Deferred Developer Fee	Other Amortizing Debt Bank Loan
\$30,000	\$120,000	\$20,000	\$280,000
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0

Sources			
Energy Rebates	Other Town Land Donation	Deferred Developer Fee	Other Amortizing Debt Bank Loan
\$30,000	\$120,000	\$20,000	\$280,000
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0



Exhibit 6.5 - SOURCES OF FUNDS



Version 2018  
Submission Date:  
November 7, 2018

DEVELOPMENT NAME		Holley Block			APPLICANT		Salisbury Housing Committee, Inc.					
EQUITY CAPITAL, GRANTS, Etc.		Construction Sources	Permanent Sources	Construction Paydown								
	DOH Grant Funding	3,576,000	3,576,000	0	DOH CHAMP or other affordable housing funding; which will also include DOH Predevelopment Loan payback below							
	CDBG Grant Funds: [Specify]			0								
	Other Public Funds: Town Cost Reductions	40,000	40,000	0	Town reduction of sewer fees by half or by \$20,000 and Town waiver of Building Permit fee of \$20,000 as done with Sarum Village III.							
	4 % LIHTC Net Proceeds		0	0								
	Federal Historic Tax Credit Net Proceeds			0								
	State Historic Tax Credit Net Proceeds			0								
	CT Housing Tax Credit Contribution (HTCC) Proceeds			0								
	Developer / Investor Cash Equity	60,000	60,000	0								
	Homeownership Sales Proceeds			0								
	Energy Rebates		30,000	30,000								
	Existing Property Reserves			0								
	Other [Specify]			0								
	Other Town Land Donation	120,000	120,000	0	Land donation from Town of Salisbury							
	<b>Sub-Total</b>	<b>\$3,796,000</b>	<b>\$3,826,000</b>	<b>\$30,000</b>								
FINANCING [Sources w/ Notes and Mortgages]		Construction Sources	Permanent Sources	Construction Paydown	Const. Interest Rate	Perm. Loan Amort. [Yrs.]	Perm. Interest Rate	Fully Amortizing [Y] or [N]	Deferred Payment [Y] or [N]	Scheduled Debt Service	Initial Debt Service Coverage	Financing Notes
	CHFA Loan Tax-Exempt Bonds				0.000%	30	4.970%		N/A	\$0	N/A	www.chfa.org
	CHFA Loan - Non-Bond Proceeds [Specify]			0			0.000%		N/A	\$0	N/A	
	DOH Loan Funding	257,000		-257,000	0.000%		0.000%	N		\$0	N/A	DOH Predevelopment Loan
	CDBG Loan Funds: [Specify]			0			0.000%			\$0	N/A	
	Other Public Funds: [Specify]			0			0.000%			\$0	N/A	
	Deferred Developer Fee	50,000	20,000	-30,000			0.000%	N		\$0	N/A	
	Other Amortizing Debt Bank Loan 1	280,000	280,000	0	6.000%	30	6.500%	Y	N	\$21,237	1.326	Local Bank Loan, standard underwriting
	Other Amortizing Debt [Specify]			0			0.000%			\$0	N/A	
	Existing Debt			0			0.000%			\$0	N/A	
	GP Loan			0			0.000%			\$0	N/A	
	<b>Sub-Total</b>	<b>\$587,000</b>	<b>\$300,000</b>	<b>-\$287,000</b>				<b>Total Scheduled Debt Service</b>		<b>\$21,237</b>		
	<b>TOTAL Sources</b>	<b>\$4,383,000</b>	<b>\$4,126,000</b>	<b>-\$257,000</b>								
	<b>Total Commercial Cost (Dev. Budget)</b>	<b>\$0</b>	<b>\$0</b>									
	<b>Total Development Budget</b>	<b>\$257,000</b>	<b>\$257,000</b>									
	<b>Sources LESS Uses</b>	<b>\$4,126,000</b>	<b>\$3,869,000</b>									

MAX Deferred Developer Fee	Developer Fee Per Budget	% of Total Developer Fee
\$86,924	\$25,000	348%

**GRANTS:** 3rd party sources for which no repayment is expected or required from other sources. **Soft Debt:** 3rd party sources secured by a mortgage and which may require partial or full repayment (with or without interest) are considered financing and should be scheduled under the **FINANCING** section above.

Intra-Entity (LP, LLC, etc.) loans to be repaid from approved Owner's Distributions are considered Developer / Investor Cash Equity.

Deferred/Pledged Developer Fees ("DDF") are considered **financing contributions**. For transactions utilizing federal Low-Income Housing Tax Credits, the amount of the DDF will be limited to the amount that may be fully recovered by the mortgagor, without interest, from CHFA-approved annual distributions during the first fifteen (15) years of operations. CHFA, at its sole discretion, may approve a DDF for less than the permitted maximum.

For construction / interim sources **not** fully converting to permanent sources, provide information on proposed permanent "paydown" source(s) including estimated paydown amount(s) and specific paydown terms and conditions as may be applicable.

DEVELOPMENT NAME **Holley Block** APPLICANT **Lisbury Housing Committee, Inc.**

Please describe the terms and conditions of all debt currently encumbering the property (including CHFA and/or DECD/DOH, if any). Please describe what, if any, revisions to such terms and conditions are contemplated by the Applicant. Please complete the corresponding table.

Any applicant looking for consideration for prepayment, refinancing, or restructuring of existing CHFA debt should contact their CHFA Asset Manager immediately.

**Description of Existing Debt**

Loan 1	Current	Proposed
Mortgagee		
Lien Position		
Contemplated Action		N/A
Pay-off Source (If Applicable)		N/A
Original Principal Amount		
Fully Amortizing [Yes or No]		
Outstanding Principal Amount		
Accrued Interest Amount		N/A
Term - Number of Years Remaining		
Rate		
Annual Debt Service		
Status of Loan		N/A
Is Prepayment Allowed by Mortgagee [Yes or No]. If "Yes", please provide written consent from the Mortgagee.		N/A
Are there any additional fees associated with such prepayment [Yes or No]? If "Yes", please state the estimated amount of such costs.		N/A
		N/A

Loan 2	Current	Proposed
Mortgagee		
Lien Position		
Contemplated Action		N/A
Pay-off Source (If Applicable)		N/A
Original Principal Amount		
Fully Amortizing [Yes or No]		
Outstanding Principal Amount		
Accrued Interest Amount		N/A
Term - Number of Years Remaining		
Rate		
Annual Debt Service		
Status of Loan		N/A
Is Prepayment Allowed by Mortgagee [Yes or No]. If "Yes", please provide written consent from the Mortgagee.		N/A
Are there any additional fees associated with such prepayment [Yes or No]? If "Yes", please state the estimated amount of such costs.		N/A
		N/A

DEVELOPMENT NAME

Holley Block

APPLICANT

Ipsbury Housing Committee, Inc.

Loan 3	Current	Proposed
Mortgagee		
Lien Position		
Contemplated Action		N/A
Pay-off Source (If Applicable)		N/A
Original Principal Amount		
Fully Amortizing [Yes or No]		
Outstanding Principal Amount		
Accrued Interest Amount		N/A
Term - Number of Years Remaining		
Rate		
Annual Debt Service		
Status of Loan		N/A
Is Prepayment Allowed by Mortgagee [Yes or No]. If "Yes", please provide written consent from the Mortgagee.		N/A
Are there any additional fees associated with such prepayment [Yes or No]? If "Yes", please state the estimated amount of such costs.		N/A
		N/A

Loan 4	Current	Proposed
Mortgagee		
Lien Position		
Contemplated Action		N/A
Pay-off Source (If Applicable)		N/A
Original Principal Amount		
Fully Amortizing [Yes or No]		
Outstanding Principal Amount		
Accrued Interest Amount		N/A
Term - Number of Years Remaining		
Rate		
Annual Debt Service		
Status of Loan		N/A
Is Prepayment Allowed by Mortgagee [Yes or No]. If "Yes", please provide written consent from the Mortgagee.		N/A
Are there any additional fees associated with such prepayment [Yes or No]? If "Yes", please state the estimated amount of such costs.		N/A
		N/A

Total Annual Debt Service **\$0.00**

## Holley Place--Substitute Exhibit 17

Chanwon Yoon <CYoon@crameranderson.com>

Wed 4/14/2021 10:38 AM

To: Abby Conroy <aconroy@salisburyct.us>

 1 attachments (8 MB)

[EXHIBIT 17] Applicant's Application for Funding.pdf;

Good morning Abby:

My firm realized this morning that our Exhibit 17 file that was submitted last Thursday did not have the complete application documents. I am attaching the corrected Exhibit 17 file to be substituted as the corrected Exhibit 17 of the Intervenor's submission. I apologize for the inconvenience. Thank you!

Pio Yoon

**Chanwon (Pio) Yoon, Esq.**

Cramer & Anderson LLP

46 West Street

P.O. Box 278

Litchfield, CT 06759

Voice: (860) 567-8718

Fax: (860) 567-4531

[www.crameranderson.com](http://www.crameranderson.com)

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RECEIVED BY THE STATE  
TO TRINITY STREET  
P.O. BOX 110417  
JACKSONVILLE, FL 32211-0417

NUMBER 1011

ANNE J. KREMER  
28 PROSPECT ST  
JACKSONVILLE, FL 32210

Department of Business Regulation

I hereby certify the acceptance of a filing for the following case:

INVESTMENT ADVISORY COMMITTEE, INC.

Case Number: 1011244100-001

Case Filing Number: 1011244100-001

Case Name: CHANGE OF NAME FOR INVESTMENT ADVISORY COMMITTEE

Case Date: SEP 19 2011 10:00 AM

Case Date (UTC): SEP 19 2011 10:00 AM

Case Status: Payment Received

Case Fee: \$0.00

Case Address:

28 PROSPECT ST

JACKSONVILLE, FL 32210

Case Number: 1011244100-001

REGISTRATION  
Investment Securities Division  
1011244100-001  
CASE NUMBER: 1011244100-001



# SECRETARY OF THE STATE OF CONNECTICUT

MADE BY THE SECRETARY OF THE STATE OF CONNECTICUT UNDER THE AUTHORITY OF THE CONSTITUTION AND STATUTES OF THE STATE OF CONNECTICUT. THE SECRETARY OF THE STATE OF CONNECTICUT IS A PUBLIC OFFICER AND HIS OFFICE IS A PUBLIC OFFICE. THE SECRETARY OF THE STATE OF CONNECTICUT IS A PUBLIC OFFICER AND HIS OFFICE IS A PUBLIC OFFICE. VERBEN: 2006-03-01 d-SOLS.CLD

## CHANGE OF AGENT DOMESTIC (DOMESTIC=FORMED IN CONNECTICUT) ALL ENTITES

C.G.S. § 36-2-101 (b) & 36-2-104 (a) 4-408 34-5

USE INK. COMPLETE ALL INFORMATION. ATTACH PROOF OF MEETING IF NECESSARY.

FILING PARTY (MULTI-MATCH WILL BE REPRINTED THIS ADDRESS):

*SALISBURY HOUSING COMMITTEE, LLC*  
*38 PROSPECT ROAD*  
*SALISBURY*  
 STATE *CT* ZIP *06488*

FILING FEE: \$50

EXCEPTION (52C) APPLICABLE TO:  
 CONSTITUTIONAL CORPORATIONS  
 LIMITED PARTNERSHIPS  
 LIMITED LIABILITY COMPANIES  
 LIMITED LIABILITY PARTNERSHIPS

1. NAME OF ENTITY - REQUIRED (MULTI-MATCH ON RECORD WILL BE REPRINTED WITH DESIGNATION)

*SALISBURY HOUSING COMMITTEE, LLC*

2. APPOINTMENT OF NEW AGENT (MULTI-MATCH WILL BE REPRINTED)

A. IF AGENT IS AN INDIVIDUAL:

PRINT OR TYPE FULL LEGAL NAME:  
*RAYMOND C. BREMER*

BUSINESS ADDRESS (MULTI-MATCH WILL BE REPRINTED) (NAME MUST STATE TOWN)  
 ADDRESS *NONE*

CONNECTICUT RESIDENCE ADDRESS (MULTI-MATCH WILL BE REPRINTED)  
 ADDRESS *28 PROSPECT STREET*  
 TOWN *LANSING*  
 STATE *CT* ZIP *06489*

SIGNATURE ACCEPTING APPOINTMENT:  
*Raymond C. Bremer*

B. IF AGENT BUSINESS

PRINT OR TYPE NAME OF BUSINESS AS IT APPEARS ON OUR RECORDS:

CT BUSINESS ADDRESS (MULTI-MATCH WILL BE REPRINTED)

ADDRESS:

TOWN:

STATE: ZIP:



**SIGNATURE ACCEPTING APPOINTMENT ON BEHALF OF AGENT**

PRINT NAME & TITLE:

3. EXECUTION: STATE OF NEW YORK REAL PROPERTY LAW § 120(1)

DATED THIS	22	DAY	SEPTEMBER	, 2011
NAME OF SIGNATORY (print type)	CAPACITY/TITLE OF SIGNATORY			SIGNATURE
GARE C. RYMER	PRESIDENT & DIRECTOR SALISBURY HOUSING COMMISSION, INC.			<i>Gare C. Rymer</i>

SALISBURY HOUSING COMMITTEE, INC.

ARTICLES OF INCORPORATION

*A. Whitney Ellsworth*  
*Current Articles of*  
*Incorporation*  
*as amended*

ARTICLE I.

The name of the corporation is SALISBURY HOUSING COMMITTEE, INC.

ARTICLE II.

The location of its principal place of business in this State is Lakeville, Connecticut.

ARTICLE III.

The location of its registered office in this State is 105 Church Street, New Haven, Connecticut 06510.

ARTICLE IV.

The name and address of its resident agent in this State is Sara R. Stadler, 210 Saint Ronan Street, New Haven, Connecticut 06511.

ARTICLE V.

This corporation is organized not for profit under the laws of the State of Connecticut and the objects and purposes to be transacted and carried on are to promote the general social welfare of the community and for that purpose:

To conduct research and planning and to take action directed toward the improvement of living, working, housing, recreational and educational conditions of people in the community, with a view to lessening neighborhood tensions, combating community deterioration and lessening burdens of government in the metropolitan, suburban and rural areas of Connecticut.

To develop community knowledge and understanding in Connecticut, of such conditions and the means to alleviate the same, by preparing, publishing and disseminating through all available media of communication, studies, data and information relating to such conditions.

To build or rehabilitate, own and operate housing and related facilities suited to the special needs and living requirements of eligible occupants as determined by Farmers Home Administration, without regard to age, race, color, religion, sex, marital status, physical or mental handicap (must possess capacity to enter into a legal contract) or national origin.

To undertake and accomplish the foregoing on its own initiative, or for, or with the cooperation, assistance or support of, any one or more governmental agencies, instrumentalities, organizations, associations or individuals, public or private.

#### ARTICLE VI.

The corporation shall have all the powers and privileges which by the laws of the State of Connecticut are or may hereafter be conferred upon corporations without capital stock, including but not limited to the following:

To acquire, improve, and operate any real or personal property or interest or right therein or appurtenant thereto;

To accept, acquire, receive, take and hold by request, devise, grant, gift, purchase, exchange, lease, transfer, judicial order or decree, governmental grants, loans or other aid, or otherwise for any of its objects and purposes, and property, both real and personal of whatever kind, nature or description and wherever situated;

To sell, exchange, convey, mortgage, lease, manage, transfer, or lend, on a secured or unsecured basis, or otherwise dispose of any such property, both real and personal, as the objects and purposes of the corporation may require, subject to such limitations as may be prescribed by law;

To construct, erect, equip, repair and improve houses, buildings, roads, alleys and other construction projects; to make, perform and carry out contracts for construction, altering, decorating, maintaining, furnishing and improving buildings and lands of every sort and kind; and to do any and all things necessary, suitable and proper for the accomplishment of the aforesaid or other related purposes;

To borrow money, and, from time to time, to make, accept, endorse, execute, and issue bonds, debentures, promissory notes, bills of exchange and other obligations of the corporation for moneys borrowed or in payment for property acquired or for any of the other purposes of the corporation, and to secure the payment of any such obligations by mortgage, pledge, deed, indenture, agreement, or other instrument of trust, or by other lien upon, assignment of, or agreement in regard to all or any part of the property, rights, or privileges of the corporation wherever situated, whether now owned or hereafter to be acquired;

To invest and reinvest its funds in such stock, common or preferred, bonds, debentures, mortgages, or in any kind of property, subject to the limitations and conditions contained in any bequest, devise, grant, loan or gift, provided such limitations and conditions are not in conflict with the provisions of Section 501 (c) (3) of the Internal Revenue Code, as the same may be amended from time to time.

To do and perform all acts reasonably necessary to accomplish the purposes of the corporation, including the execution of agreements and other instruments and undertakings as may be necessary to enable the corporation to secure the benefits of financing from the Farmers Home Administration or other loans or grant agencies;

To do any other thing, not contrary to law and not outside the charitable, educational nonprofit purposes of the corporation, necessary or desirable to carry out the purposes of the corporation. Provided that, however, nothing contained in this Certificate shall authorize the corporation to engage in activities other than those permitted to an organization described in Section 501 (c) (3) of the Internal Revenue Code, as the same may be amended from time to time.

#### ARTICLE VII.

The number of directors shall be prescribed in the Bylaws but shall not be less than five (5) nor more than fifteen (15).

#### ARTICLE VIII.

No substantial part of the activities of the corporation shall be carrying on propaganda or otherwise attempting to influence legislation, nor shall the corporation participate in or intervene in (including the publishing or distributing of statements) any political campaign on behalf of any candidate for public office.

#### ARTICLE IX.

The corporation is nonprofit and shall not have or issue capital stock nor pay dividends. No part of the corporation's net earnings or assets shall inure to the benefit of its directors, officers, or other private individuals except as reasonable compensation for services rendered. Directors shall not receive any compensation for their services as directors. The corporation shall be composed of members rather than shareholders. The conditions and regulations of membership and the rights or other privileges of the classes of members shall be determined and fixed by the Bylaws.

#### ARTICLE X.

The Corporation shall have one class of members. Members may be individuals or organizations. Any legally competent person of good reputation who resides in the Town of Salisbury or in the surrounding trade area, applies for membership, and pays the required membership fee shall be eligible. All applications for membership shall be approved at (1) any special or regular meeting of the board of Directors, when a quorum is present, by a majority vote of the Board members or (2) by a majority vote of the existing membership present at any annual or special meeting held in

accordance with ARTICLE III of the Bylaws.

Each member shall be entitled to one vote on each matter submitted to a vote of the members.

Section 1. Termination of Membership. A member may be suspended or expelled, for cause, by the vote of not less than three-fourths of the members present at a meeting of the members, provided notice of such proposed action shall have been duly given in the notice of the meeting and provided the member has been informed in writing of the charges preferred against the member at least ten (10) days before such meeting. The members shall be given an opportunity to be heard at such meeting. The members of the board, by a majority vote of those present at any regularly constituted meeting, may terminate the membership of any member who becomes ineligible for membership and may suspend or expel any member who shall be in default with respect to any financial obligation to the corporation.

Section 2. Resignation. Any member may resign by filing a written resignation with the Secretary.

Section 3. Reinstatement. Upon written request signed by a former member and filed with the Secretary, the Board may reinstate such former member to membership upon such terms as the Board may deem appropriate.

Section 4. Transfer of Membership. Membership in this Corporation is not transferable or assignable.

Section 5. Membership Fees. The membership fee shall be \$1.00 or such other amount as may be fixed by the members at any annual meeting or at any special meeting called for the purpose. No person shall attain membership before paying the Treasurer the membership fee.

Section 6. Membership Liability for Corporation's Obligations. Fully paid members shall not be liable for any debts or obligations of the Corporation and shall not be subject to any assessment; but the members at any annual meeting or at any special meeting called for the purpose, may fix reasonable annual dues to become effective after not less than 30 days' notice to all members of such action.

Section 7. Membership Minimum Number. The board will make all reasonable efforts to maintain a broad community-wide membership of not less than one member per project unit at any time.

Section 8. Membership Residence. A majority of the members shall be residents of the community where the housing is or will be located.

(1) All liabilities and obligations of the corporation shall be paid, satisfied and discharged, or adequate provision shall be made therefore.

The duration of the corporation shall be perpetual, or long enough to cover the period of the loan plus five (5) years. In the event of the dissolution of the corporation or the termination of its corporate existence, the assets of the corporation shall be applied and distributed as follows:

ARTICLE XII.

Further, the corporation shall not carry on any activity not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501 (c) (3) of the Internal Revenue Code, or corresponding provisions of any subsequent federal tax laws; (b) by a corporation, contributions to which are deductible as described in Section 170 (c) (2) of the Internal Revenue Code of 1954, or corresponding provisions of any subsequent federal tax laws.

In addition to the foregoing provisions of this Article XI, the corporation shall distribute amounts for the purposes specified in its Articles of Incorporation, in such manner and at such times as are at least sufficient to avoid liability for the tax imposed by Section 4945 of said code.

D. Make any "taxable expenditures", as defined in Section 4945 (d) of said code.

C. Make any investment which would jeopardize the carrying out of any of its exempt purposes within the meaning of Section 4944 of said code, so as to give rise to any liability for tax imposed on this corporation by Section 4944 of said code;

B. Retain any "excess business holdings", as defined in Section 4944 (c) of said code.

A. Engage in any act of "self-dealing", as defined in Section 4941 (d) of the Internal Revenue Code of 1954, or corresponding provisions of any subsequent amendments thereof;

Notwithstanding any other provision of this Certificate of Incorporation, the corporation shall not, in accordance with the provisions set forth in Chapter 598 a, Sections 33-261 a et seq. of the Connecticut General Statutes, or corresponding provisions of any subsequent amendments thereof;

ARTICLE XI

12) Assets held by the corporation shall be disposed of to such organization or organizations organized and operated exclusively for charitable, educational, or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue laws), as the Board of Directors shall determine.

13) All other assets shall be disposed of by the Superior Court of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

No part of the property or assets of the corporation shall inure to the benefit of any directors, officers or employees of the organization. In no event shall any of the assets or property go or be distributed to members, either for the reimbursement of any sum subscribed, donated, or contributed by such members or for any other purposes, provided that nothing herein shall prohibit the corporation from paying its just debts.

#### ARTICLE XIII.

The corporation is not organized for pecuniary profit and shall have no power to declare dividends. No part of its net earnings shall inure to the benefit of any member, director, or individual. The balance, if any, of all money received by the corporation from its operations, after payment in full of all operating expenses, debts, and obligations of the corporation of whatsoever kind and nature as they become due, shall be used to make advance payments on any mortgage debt owed by the corporation, to lower the lease-rental charge to occupants of the housing, to provide additional housing and related facilities, or for some related purpose.

#### ARTICLE XIV.

These Articles of Incorporation may be amended from time to time by a two-thirds (2/3) vote of the members present at a meeting at which a quorum is present, provided that written notice of such action shall have been given in the notice of the meeting, and further provided that the Articles may not be amended to permit any corporate action forbidden to any corporation or organization described in Section 501 (c) (3) of the Internal Revenue Code of 1954, as the same may be amended from time to time.

ARTICLE XV.

Bylaws of the corporation may be adopted by the directors at any regular meeting or any special meeting called for that purpose, so long as they are not inconsistent with the provisions of these Articles.

ARTICLE XVI.

So long as a mortgage on the corporation's property is held by Farmers Home Administration, or any other loan or grant agency, these Articles may not be amended without the prior written approval of said loan or grant authority.



RESOLVED: That the Articles of Incorporation be amended to provide for an Article XVII as stated below.

ARTICLE XVII. The personal liability of a director to the corporation or its members for monetary damages for breach of duty as a director shall be limited to an amount equal to the amount of compensation received by the director for serving the corporation as a director during the calendar year in which the violation occurred (and if the director received no such compensation from the corporation during the calendar year of the violation, such director shall have no liability to the corporation or its members for breach of duty) if such breach did not:

- 1) involve a knowing and culpable violation of law by the director.
- 2) enable the director or an Associate, as defined in subdivision 3 of Section 33-374d of the Connecticut Stock Corporation Act as in effect at the time of the violation, to receive an improper personal economic gain.
- 3) show a lack of good faith and a conscious disregard for the duty of the director to the corporation under circumstances in which the director was aware that his conduct or omission created an unjustifiable risk of serious injury to the corporation.
- 4) constitute a sustained and unexcused pattern of inattention that amounted to an abdication of the director's duty to the corporation.

Any repeal or modification of this Article XVII shall not adversely affect any right or protection of a director of the corporation existing at the time of such repeal or modification.

The effective date of the provisions of this Article XVII shall be the date of filing with the Secretary of State of the State of Connecticut of the Certificate of Amendment which contains this Article XVII.

Nothing contained in this Article XVII shall be construed to deny to the directors of the corporation the benefit of Section 32-557a of the Connecticut General Statutes as in effect at the time of the violation.

To: Mr. P. Stodler  
 16500  
 16500  
 16500

DEPARTMENT OF THE STATE  
 STATE OF CONNECTICUT  
 11. 3 - 2011  
**FILED**

E. D. Anderson

Stephen A. Bennett

IN TESTIMONY WHEREOF, I have hereunto subscribed my name  
 and the seal of the State of Connecticut, this 11th day of  
 November, 2011.



## Exempt Organizations Select Check

[Exempt Organizations Select Check Home](#)

Organizations Eligible to Receive Tax-Deductible Charitable Contributions (Pub. 78 data) - Search Results

The following list includes tax-exempt organizations that are eligible to receive tax-deductible charitable contributions. Click on the "Deductibility Status" column for an explanation of limitations on the deductibility of contributions made to different types of tax-exempt organizations.

Results are sorted by EIN. To sort results by another category, click on the icon next to the column heading for that category. Clicking on that icon a second time will reverse the sort order. Click on a column heading for an explanation of information in that column.

1-1 of 1 results

Results Per Page 25 OK

« Prev | 1-1 | Next »

<a href="#">EIN</a> ▲	<a href="#">Legal Name (Doing Business As)</a> ▲	<a href="#">City</a> ▲	<a href="#">State</a> ▲	<a href="#">Country</a> ▲	<a href="#">Deductibility Status</a> ▲
11-5309016	Salisbury Housing Committee Inc.	Salisbury	CT	United States	PC

« Prev | 1-1 | Next »

[Return to Search](#)

Internal Revenue Service

Department of the Treasury

District  
Director

P.O. Box 1680, GPO Brooklyn, N.Y. 11202

Date FEB 7 1986

Salisbury Housing Committee, Inc  
P.O. Box 574  
Lakeville, CT 06039

Employer Identification Number:  
11-5309016  
Accounting Period Ending:  
December 31st  
Foundation Status Classification:  
509(a)(2)  
Advance Ruling Period Ends:  
December 31, 1990  
Person to Contact:  
M. Manning  
Contact Telephone Number:  
(617) 223-4241

Dear Taxpayer:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

Because you are a newly created organization, we are not making a final determination of your foundation status under section 509(a)(2) of the Code. However, we have determined that you can reasonably be expected to be a publicly supported organization described in section(s) 509(a)(2).

Accordingly, you will be treated as a publicly supported organization, and not as a private foundation, during an advance ruling period. This advance ruling period begins on the date of your inception and ends on the date shown above.

Within 90 days after the end of your advance ruling period, you must submit to us information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, you will be classified as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, you will be classified as a private foundation for further periods. Also, if you are classified as a private foundation, you will be treated as a private foundation from the date of your inception for purposes of sections 507(d) and 4940.



STATE OF CONNECTICUT  
TAX EXEMPTION PERMIT ISSUED UNDER  
THE SALES AND USE TAX ACT  
Department of Revenue Services



92 Farmington Ave. Hartford, Conn. 06115

In accordance with the provisions of the Sales and Use Tax Act, effective July 1, 1973 and the Regulations thereunder, it is hereby certified that the charitable or religious organization named below is exempt from all sales and use taxes on purchases of tangible personal property made by it for the sole and exclusive purposes of the organization.

Permit No. E- 9526

Date Issued 9/28/87

SALISBURY HOUSING COMMITTEE, INC.  
P.O. Box 3374x 10  
Salisbury Conn. 06068

Commissioner  
T. F. BANNON

This permit is NOT assignable or transferable

DD-44 20169

SUF 285 (Rev. 1/79)

SARUM VILLAGE

**Exhibit 3.1.a Qualified Development Team**  
**Property Manager – Connecticut Real Estate Management, LLC**

Please list LIHTC projects you have managed for five years or more and projects that you or your organization is currently assisting which include or potentially include CHFA or DOH funding. This includes projects in the planning, development, or construction phases. Also include any projects completed within the past year. This list should include all projects being funded or potentially assisted with CHFA or DOH funds and is not limited to projects being completed by the developer under this application.

LIHTC Project	Location (City, State)	Compliance Status	Number of Years Managed
Laurel Commons	Winsted, CT	Occupied	15
South Commons	Kent, CT	Occupied	11.5
Project	Location	Status	Number of Years Managed
Kugeman Village	Cornwall, CT	Occupied	6.5
Sharon Ridge	Sharon, CT	Occupied	6.5
Yarmich Estates	Bridgeport, CT	Occupied	4.5
Stuart Farm Apartments	Kent, CT	Occupied	5.5
Carriage Maker Place	Winsted, CT	Occupied	4.5
Dodge Farm Apartments	Washington Depot, CT	Occupied	2.5
Sarum Village II	Salisbury, CT	Occupied	0.92
Stuart Farms Phase II	Kent, CT	Rent up - 80% Occupied	0.09
Norfolk Town Center Rentals	Norfolk, CT	Rent up - 59% Occupied	0.09

**Exhibit 3.1.a**  
**Housing Enterprises, Inc.**  
**Project List**

Please identify all projects that you or your organization is currently assisting which include or potentially include CHFA or DOH funding. This includes projects in the planning, development, or construction phases. Also include any projects completed within the past year. This list should include all projects being funded or potentially assisted with CHFA or DOH funds and is not limited to projects being completed by the developer under this application.

<b>Project</b>	<b>Location</b>	<b>Status</b>	<b>Date Completed</b>
Button Hill	Willington	Occupied	Aug-17
Danielson Supportive	Danielson	Occupied	Dec-17
Sarum Village II	Salisbury	Occupied	Sep-17
Brookfield Village	Brookfield	Occupied	May-18
Town Center Rentals	Norfolk	Occupied	Jun-18
Stuart Farm, Phase II	Kent	Occupied	Jun-18
Howey House	New Britain	Construction	
Fairfield Commons II	Fairfield	Construction	
Green Haven	Bethany	Construction	
Parker School	Tolland	Construction	
Prudence Crandall	New Britain	Construction	
Clintonville Commons	North Haven	Application	
The Elms	Bristol	Application	
Vincent Farm	Washington	Application	
Courtland Arms	New Britain	Application	
Saint Mary School	New London	Application	
Powerhouse Apartments	Hartford	Application	
Falls Village Housing	Falls Village	Predevelopment	
South Common	Kent	Predevelopment	
Stuart Farm, Phase III	Kent	Predevelopment	
Maplewood Court	Bridgeport	Predevelopment	
Gagarin Place	Litchfield	Predevelopment	
Church Hill Woods	Ledyard	Predevelopment	

Holley Block, Salisbury CT

EXHIBIT 3.1.b

JUSTIFICATION FOR SELECTION OF CERTAIN TEAM MEMBERS

In selecting the Architect, Housing Consultant, and Property Manager, Salisbury Housing Committee, Inc. (SHC) wants to find members for its team who have experience consulting, designing and managing projects funded through DOH on similar affordable housing and supportive housing projects, which is the same approach as it has used to develop Sarum Village II and Sarum Village III. It is the desire of SHC to make sure the team will be able to work together for a common goal and understand the intricacies and challenges that occur when developing, constructing and managing affordable housing. Additionally, SHC wants to be sure that the development team will work to integrate this next phase of the overall Town of Salisbury affordable housing plan into the Town and into the Lakeville Main Street Village District where the new Holley Block housing will be located.

The Housing Consultant and Property Manager were selected by an internal committee at SHC based on criteria established by the committee including scope of services, company qualifications based on the firm's experience on similar projects and having worked with SHC on previous projects, and their rates. Interviews were held with all entities to determine their experience and knowledge of this type of housing. References were provided and verified and then selections were made based on the information provided.

Architect

SHC will chose the architect through identifying qualified architects and meeting with them on the scale and scope of the project. Architects will be asked to provide a contract with pricing for review and comparison and payment terms. The contracts will



## Holley Block, Salisbury CT

be reviewed by the SHC and their Housing Consultant and comparisons will be discussed along with content from the meeting with the Architects.

### Housing Consultant

The housing consultant was chosen using the same process as will be used for the Architect selection. Housing Enterprises, Inc. was selected because of a work flow style compatible with the SHC members, competitive pricing, very favorable payment terms, a strong capacity to meet deadlines, and the quality of funding applications.

### Property Manager

SHC looked for a qualified Property Management Company who had expertise in managing affordable and supportive housing developments in the region where SHC was developing the Sarum Village II and III projects and now the Holley Block project. SHC determined based on experience, cost effectiveness and ability to work in an affordable and supportive model, that Connecticut Real Estate Management LLC (CREM) best meets the needs of the Holley Block project.

CREM is cost effective, delivers quality service and understands the unique needs of individuals and families in the Salisbury community and does a great job assisting them in the processes required to obtain housing.

### General Contractor

For the General Contractor selection, the project team will follow procedures using the required DOH procurement process, which is summarized as follows:

Establishment of a Contractor Selection Committee: A Contractor Selection Committee (CSC) will be established using the development team. This committee consists of: 1) Members of Salisbury Housing Committee, Inc., 2) the Architect – TBD, and 3) the Housing Consultant, Housing Enterprises, Inc. Both the Architect and the Housing Consultant will serve in an advisory capacity. This committee will be empowered to

Holley Block, Salisbury CT

implement the contractor selection process and select the general contractor for the project.

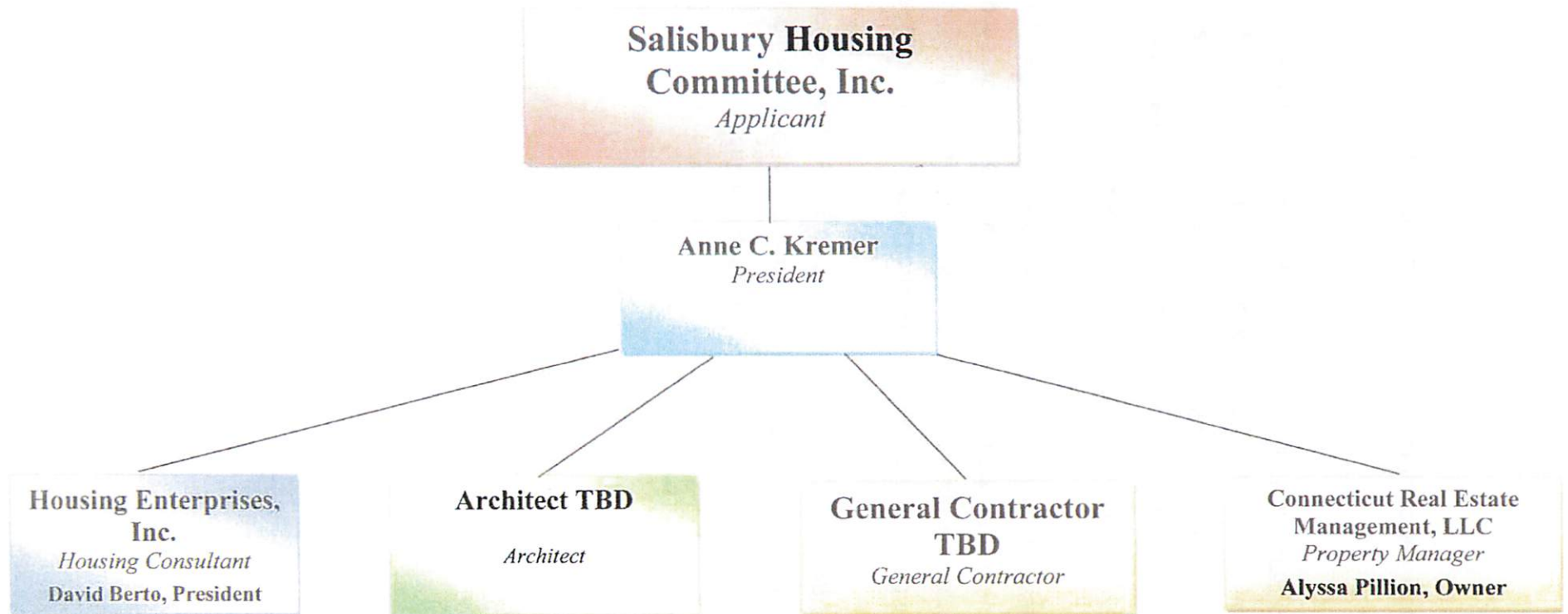
Identify Potential Contractors: A list of pre-selected contractors will be compiled from responses received to an advertised Request for Qualifications (RFQ) based on experience with multifamily housing funded by the State as well as experience with state funders. Information regarding contractor qualifications for this project will be obtained from the contractors and references will be verified.

Evaluate Contractor Information and Contractor Selection: The GC Selection Committee, after careful consideration of the GC materials submitted and a follow-up on references and public record information, will request preliminary pricing submissions from the pre-selected general contractors based on the scoring of their qualifications.

The GC Selection Committee will evaluate the GC final pricing, when available, and the GC Selection Committee will select the GC whose pricing is the lowest and most appropriate with the proposed budget for the project.

EXHIBIT 3.1.c

ORGANIZATION CHART OF QUALIFIED DEVELOPMENT TEAM

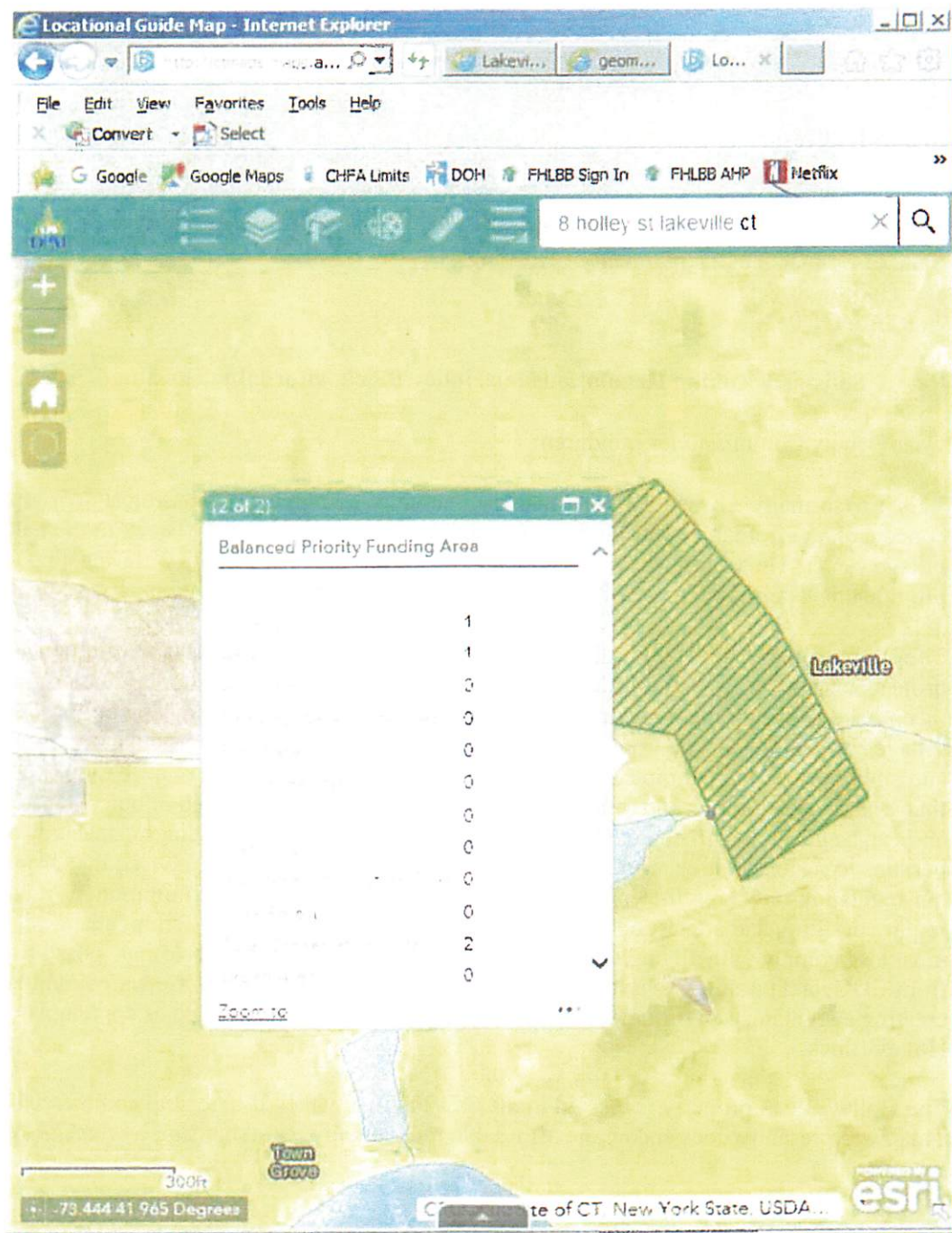


Holley Block, Salisbury, CT

**EXHIBIT 4.1.d and 4.1.e**

**CONSERVATION AND DEVELOPMENT PRIORITY MAP**

*Balanced Priority Funding Area*



PLANNING AND ZONING  
COMMISSION

Telephone: 860-435-5190  
Fax: 860-435-5172  
Email: nbrusie@salisburyct.us



TOWN OF SALISBURY  
CONNECTICUT

Town Hall  
P.O. Box 548  
27 Main Street  
Salisbury, Connecticut 06068

March 1, 2018

Mr. Nick Lundgren, Deputy Commissioner  
State of Connecticut, Department of Housing  
505 Hudson Street  
Hartford, CT 06106

**Re: Salisbury Zoning Regulations for Holley Block Affordable Housing**

Dear Deputy Commissioner Lundgren:

This is to formally advise you that Salisbury Planning & Zoning Commission (P&Z) support the concept of an affordable housing development project known as Holley Block in the Lakeville village center. The Commission voted unanimously at our February 26th 2018 meeting to provide this letter as evidence of our support.

The P&Z realizes that the current Salisbury Zoning Regulations would not accommodate this project as planned. We see this as an opportunity to review and revise our regulations in order to incentivize this and other similar projects that will provide affordable housing options in our village centers. We have initiated the process of amending our Zoning Regulations to allow this and similar uses. For example, we are considering the implementation of a floating overlay zone that would allow for this and other similar projects that are contemplated in our village centers and can be developed in contextual harmony with the surrounding buildings, especially as it pertains to scale and streetscape, and town water and sewer. Please be advised that changes in our regulations are a multi-step process that involves several months at minimum as it will require drafting, and at least one public hearing, before we can formally adopt changes. We must also comply with all applicable regulations concerning notice of hearings, possible sign off from COG, and possibly reviews with other town agencies. Be assured we are committed to creating a regulatory environment that will encourage developments such as contemplated at the Holley Block.

The Holley Block property is located in the CG-20 Zone, which is a general commercial zone. This Zone presently does encourage affordable multi-family rental housing by Special Permit,

with the same requirements as in residential zones. These requirements were written some time ago, and failed to consider the higher density layout that is both possible, appropriate, and desirable for the Holley Block property located within the Lakeville village center. Our goal is to provide higher density development at this and similar properties in the villages of Salisbury and Lakeville. We have been working with various groups to find ways to create more affordable housing in our village centers, including mixtures of rental and fee ownership properties.

We do also understand that a qualifying affordable housing development application that is in compliance with Connecticut General Statutes, Section 8-30g would be subject to approval in accordance with the provisions of this Statute because the Town of Salisbury currently has significantly less than the threshold goal of 10% affordable housing stock. The Holley Block project could therefore be developed without any changes to our zoning, if the Applicants chose to use the Section 8-30g provision of the Connecticut General Statutes. Therefore, whatever the outcome may be of our anticipated regulatory reforms, this project could be constructed as planned, either through our amended zoning proposed, or as a Section 8-30g project. Be advised that if the Applicant chose to use the Section 8-30g provisions, this Commission would be receptive to that as well. In summary, whichever route is taken, this project can and will be constructed and the investment that your office makes in this project will yield the anticipated housing results which our Commission fully endorses.

If there are any questions or concerns, please do not hesitate to contact me.

Thank you,

A handwritten signature in black ink, appearing to read "Michael W. Klemens". The signature is written in a cursive style with a large initial "M" and "K".

Michael W. Klemens, PhD  
Chairman, Salisbury P and Z

August 15, 2018

David Berto, President  
Housing Enterprises, Inc.  
51 College Street  
Enfield, CT 06082

RE: CT DOL Letter of Determination

Dear Mr. Berto:

I am in receipt of your request concerning a determination for the applicability of Connecticut Prevailing Wages for initial funding for a planned affordable housing development known as Salisbury Holley Block located in Salisbury, CT.

As you are aware, each proposed project (public works) is separate in its defined or undefined ultimate public usage; and this is dependent on its scope of work, construction moderm, monetary threshold, applicability of designated job classifications as scheduled, and a final determinant for the public need. These sound abstract but they are factors we use to define prevailing wage rate work on such proposed public projects as meeting the criterion for the issuance of prevailing rates and the payment of the same. Please refer to Connecticut General Statute (CGS) Title 31, Section 557, Part III (State Contracts), specific to Section 31-53 as found on our website for additional information, as well as publicly-defined journals.

**Based on research conducted, the materials presented to date, discussions with state officials (DOH), and a review of the law, this project is not subject for the payment of Connecticut Prevailing Wages.** Please note that this determination is provided without prejudice to the rights and privileges of the Connecticut Department of Labor and is subject to change if contrary information is discovered.

If you should have questions or need additional information, please do not hesitate to contact me.

Thank you.

*Matthew H. Ferri*

Matthew H. Ferri  
Wage Enforcement Agent  
Public Contract Compliance  
Direct: (860) 754-5186  
[Matthew.ferri@ct.gov](mailto:Matthew.ferri@ct.gov)



EXHIBIT 5.1.a: UTILITY ALLOWANCE SCHEDULE

DEVELOPMENT NAME: HOLLEY BLOCK

APPLICANT: SALISBURY HOUSING  
COMMITTEE, INC.

CT DOH Section 8 HCV Utility Allowance Schedule 06/01/2018 adjusted  
for project

	<u>1BR</u>	<u>2BR</u>	<u>3BR</u>
<b>HEATING</b>			
HUD HCV 2018 ALLOWANCE	\$51.00	\$64.00	\$77.00
ADJUSTMENT FOR DESIGN	100%	100%	100%
ALLOWANCE, ROUNDED	\$51.00	\$64.00	\$77.00

NOTE: NO ADJUSTMENTS FROM PUBLISHED VALUES;  
NATURAL GAS VALUES USED AS EQUIVALENT TO  
ELECTRIC HEAT PUMPS

<b>HOT WATER</b>			
HUD HCV 2018 ALLOWANCE	\$59.00	\$67.00	\$75.00
ADJUSTMENT FOR DESIGN	100%	100%	100%
ALLOWANCE, ROUNDED	\$59.00	\$67.00	\$75.00

NOTE: NO ADJUSTMENTS FROM PUBLISHED VALUES

<b>COOKING</b>			
HUD HCV 2018 ALLOWANCE	\$13.00	\$17.00	\$22.00
ADJUSTMENT FOR DESIGN	100%	100%	100%
ALLOWANCE, ROUNDED	\$13.00	\$17.00	\$22.00

NOTE: NO ADJUSTMENTS FROM PUBLISHED VALUES

<b>LIGHTING</b>			
HUD HCV 2018 ALLOWANCE	\$43.00	\$55.00	\$64.00
ADJUSTMENT FOR DESIGN	100%	100%	100%
ALLOWANCE, ROUNDED	\$43.00	\$55.00	\$64.00

NOTE: NO ADJUSTMENTS FROM PUBLISHED VALUES



**CONNECTICUT DEPARTMENT OF HOUSING**  
**Section 8 Housing Choice Voucher Program**  
**Utility Allowance Schedule**  
**for the period 06/01/2018 - 05/31/2019**



Services↓ Bedroom Size →		0	1	2	3	4	5	6
<b>Utility Type↓</b>								
<u>Heating:</u>								
Single	Natural Gas	41	61	71	83	102	112	124
Family	Oil	89	103	118	139	171	189	207
(S18)	Electric	77	96	128	143	167	184	203
	Propane	91	122	152	176	213	234	258
<u>Heating:</u>								
Row & Garden Apts. (R18)	Natural Gas	28	51	64	77	89	98	109
	Oil	65	86	106	127	148	162	180
	Electric	64	80	108	124	151	167	183
	Propane	82	94	128	158	182	201	222
<u>Heating:</u>								
High Rise (H18)	Natural Gas	22	45	57	70	77	84	93
	Oil	59	74	97	118	127	139	153
	Electric	48	64	88	112	135	149	164
	Propane	55	79	122	146	182	201	222
<u>Heating:</u>								
Mobile Home (M18)	Coal	36	43	63	76	89		
	Oil	77	94	112	133	159		
	Propane	88	106	143	167	198		
<u>Cooking:</u>								
	Natural Gas	7	8	11	14	16	19	22
	Electric	11	13	17	22	25	28	30
	Propane	12	15	21	27	33	40	46
<u>Water</u>								
	Natural Gas	16	20	27	41	54	60	65
<u>Heating:</u>								
(Hot H20)	Oil	21	32	44	65	86	106	127
	Electric	49	59	67	75	84	92	101
	Propane	27	40	55	76	97	106	119
<u>Other</u>								
<u>Electricity:</u>		34	43	55	64	76	97	101
Cold Water:		22	34	58	81	105	129	152
Sewer:		9	19	37	56	75	93	112
Trash:		30	30	30	30	30	30	30
Refrigerator:		3	3	3	3	4	4	4
Range/Stove:		2	2	3	3	4	4	4
Gas Service Fee:		17	17	17	17	17	17	17

Exhibit 5.2.a

Operating Expenses

The CHFA per-unit operating expense guidelines indicate a range of \$6,000 - \$9,000 per year for 30 units or less, excluding replacement reserves and property taxes. When escalated by 3% per year as indicated in these guidelines for 4 years until the estimated Proforma Stabilized Year, the lower range amount becomes \$6,753. The per-unit operating expenses for the Holley Block project is less than this amount. The operating expenses shown are based on experience with other projects and on input and review by Connecticut Real Estate Management, LLC (CREM), who has extensive experience in operating facilities similar to Holley Block. This project can be operated within the costs shown.

The most relevant examples of similar housing that are currently being managed by CREM are Sarum Village I and Sarum Village II. The operating costs for these two phases of this Salisbury Housing Committee, Inc. project in the same Town of Salisbury were used in establishing the initial operating cost estimates for this Holley Block project.

This housing will be all new and in an area of high demand. Office staff will not be needed 40 hours a week. Many project costs are low because of the central efficiency of the CREM organization. The tenants are paying all electric and heat costs, so they are not included in the owner operating expenses. If all project operating costs were included in the owner operating expenses, then the owner operating expenses would be well within the guidelines. Maintenance costs will be low because of the new reliable equipment.

The limited rents establish the amount of funding available for operations.

In accordance with the Consolidated Application Workbook Application Section 5.2.a, a waiver of compliance with the CHFA operating expense guidelines is requested.

**SHB Ex 6.3 2 Project Legal Counsel Predevelopment Costs**

Project: Holley Block

Applicant: Salisbury Housing Committee, Inc.

Project Legal Counsel Estimates

	<u>Hours</u>	<u>Cost</u>
<u>Initial title order and review</u>	6	\$1,650
<u>Predev closing review, assistance, interface with DOH attorney</u>	8	\$2,200
<u>Legal opinion for predev closing</u>	6	\$1,650
<u>Final recording of predev documents</u>	2	\$550
<u>Preparation of predev closing documents package</u>	2	\$550
<u>Legal assistance for main funding application</u>	6	\$1,650
<u>TOTAL ESTIMATED TO APPLICATION SUBMISSION</u>	30	<u>\$8,250</u>
<u>TOTAL INCLUDED IN PREDEVELOPMENT BUDGET</u>		<u>\$8,000</u>

## SHB Ex 6.3 1 Housing and Development Predevelopment Costs

Project: Holley Block

Applicant: Salisbury Housing Committee, Inc.

Housing and Development Consultant: Housing Enterprises, Inc.

	<u>Hours</u>	<u>Cost</u>
<b><u>Initial Planning</u></b>	22	\$3,520
Programs understanding, goals, priorities		
Project team, selection, roles, communications		
Project timeline, milestones		
<b><u>Feasibility and Financial Modeling</u></b>	26	\$4,160
Initial financial modeling		
Obtain and resolve all financial inputs		
Ongoing updates of financial models		
<b><u>Project Coordination</u></b>	32	\$5,120
Project meetings, communications, action lists		
Manage and guide team members to project goals		
Ongoing project reports and status updates		
<b><u>Architect Selection and Contract</u></b>	22	\$3,520
Architect selection process		
Negotiate architect scope and contract		
Oversee architect performance per contract		
<b><u>Design Development and Review</u></b>	32	\$5,120
Initial project scope definition and discussions		
Conceptual and design development plans		
Final project plans and specifications		
<b><u>Town Approvals</u></b>	26	\$4,160
Evaluate town approval requirements		
Assist with town approvals		
Manage other team inputs for town approvals		
<b><u>Main Funding Application</u></b>	46	\$7,360
Identify all requirements and assign to team members		
Review and work with all team members on inputs		
Prepare common inputs and exhibits		
<b><u>TOTAL ESTIMATED TO APPLICATION SUBMISSION</u></b>	206	<b><u>\$32,960</u></b>
<b><u>TOTAL INCLUDED IN PREDEVELOPMENT BUDGET</u></b>		<b><u>\$25,000</u></b>

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Any applicant receiving a funding award from the Department of Housing (DOH) and/or financing approval from the Connecticut Housing Finance Authority (CHFA) shall provide the following within four weeks of receiving an award or approval:

**Fair Housing Marketing Plan**

In accordance with Conn. Gen. Stat. 8-37cc, the Fair Housing Marketing Plan "shall have provisions for recruitment of an applicant pool that includes residents of municipalities of relatively high concentrations of minority populations." A complete plan will include:

- Affirmative Fair Housing Marketing Plan AA5 form and instructions
- Tenant Selection Methodology
- Discrimination Complaint Procedure
- Fair Housing Law Violation(s), if any, for the applicant entity, the applicant entity's general partner (or managing member) and the Management Agent

**Relocation Plan**

The Relocation Plan must be prepared in accordance with 49 CFR 24.2, HUD Handbook 1378, Chapter 135 of the C.G.S. and any applicable regulations. The Relocation Plan must demonstrate an effort to minimize the impact of relocation on the tenants and must include an estimated budget for relocation activities and the source(s) of funds.

**Management Agent Confirmation**

Managing Agents who have not been previously approved by CHFA will be required to submit information including but not limited to:

- Demonstration that the Agent is a licensed Real Estate Broker in good standing in the State of Connecticut
- Documentation from the Office of the Secretary of State indicating that the Agent is registered to do business in the State of Connecticut
- Demonstration of training and experience in management of multifamily residential housing acceptable to CHFA
- Financial statements of the Management Company reflecting current financial status and resources  
(See CHFA Management Agent Approval Requirements)

**Hiring and Contracting (State) (LCH/CHRO)**

DOH funding recipients are required to demonstrate that good faith efforts will be made to contract minority and female owned businesses to the greatest extent feasible. The State of Connecticut has established as set-aside goals that 25% of all contracts be awarded to small businesses and that 7.5% be awarded to minority or female owned businesses. To document good faith effort, contractors which receive state funding must complete an Affirmative Action Plan and submit that plan to CHRO.

A copy of the transmittal letter of the Contractor's Affirmative Action Plan to CHRO must be submitted after funding has been approved/awarded. If the contractor has not yet been chosen, then the Contractor's Affirmative Action Plan must be submitted to CHRO immediately upon their selection with a copy of the transmittal letter forwarded to DOH and/or CHFA.

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**Use of Funds**

The undersigned understands that funding resulting from this application is one-time in nature and that there is no obligation for additional funding from the Department of Housing and/or the Connecticut Housing Finance Authority. In addition, the undersigned agrees that any funds that may be provided pursuant to this application be utilized exclusively for the purposes represented in this application, as may be amended and accepted by the Department of Housing and/or the Connecticut Housing Finance Authority.

**References**

The undersigned agrees that banks, credit agencies, and any agency and/or quasi-agency of the State of Connecticut to include but not be limited to, the Connecticut Department of Labor, the Connecticut Department of Revenue Services, the Connecticut Department of Energy and Environmental Protection and the Clean Energy Finance and Investment Authority, and other references are hereby authorized now, or anytime in the future, to give the Department of Housing and/or the Connecticut Housing Finance Authority any and all information in connection with matters referred to in this application, including information concerning the payment of taxes by the Applicant and Co-Sponsor.

**Submitted Form Modification**

Under no circumstances should protected formulas or information in this workbook be modified without the written permission of either the Connecticut Housing Finance Authority or the Department of Housing. Any unapproved modifications that are discovered to this application or any associated workbooks or forms may result in the submitted application not being considered for funding.

**False Statement**

The undersigned understands that the Department of Housing and/or the Connecticut Housing Finance Authority will rely on the information in this application and that, if the application is approved, any deliberate omissions, misrepresentations and/or incorrect statements in this application may result in withdrawal of the application from the review process at the Department of Housing's and/or the Connecticut Housing Finance Authority's discretion. The undersigned understands that he/she may be prosecuted for false statement under the laws of the State of Connecticut under Section 53a-157 of the General Statutes, as amended from time to time, for any false statement made herein.

**Authorization**

The undersigned has been duly authorized by resolution of the Applicant's governing body to submit the attached in its name and knows of no reason why the Applicant cannot complete the development in accordance with the representations contained herein. Such resolution is submitted with this application. It is further understood and agreed that the undersigned is under a continuing obligation to inform the Department of Housing and/or the Connecticut Housing Finance Authority in writing of any corrections, omissions or material changes in this application and its exhibits.

  
Applicant Signature

  
Date

Holley Block, Salisbury, CT

**EXHIBIT 4.11**

**PROGRAM GUIDEFORM: RELOCATION ASSISTANCE PLAN**

THIS EXHIBIT IS NOT APPLICABLE FOR THIS PROJECT

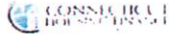


Exhibit 5.2.a - DETAILED INCOME & EXPENSES FORM



Version 2018  
Submission Date:  
August 11, 2018

DEVELOPMENT NAME		Holley Block		APPLICANT		Salisbury Housing Committee, Inc.		
Expenses are based on Proforma Stabilized Year		2022		Number of Units		12		
LINE ITEM DESCRIPTION	Residential	Non-Residential	Asset Manager / Underwriter Adjustment - Residential	Asset Manager / Underwriter Adjustment - Non-Residential	Total Asset Manager / Underwriter Adjusted Residential	Total Asset Manager / Underwriter Adjusted Non-Residential	Total Asset Manager / Underwriter Adjusted Proforma	
1	Rent Revenue- Gross Potential	112,035				112,035	0	112,035
2	Tenant Assistance Payments (HAP Receipts)	0				0	0	0
3	Rent Revenue- Stores & Commercial					0	0	0
4	Rent Revenue- Garage & Parking					0	0	0
5	Flexible Subsidy Revenue					0	0	0
6	Miscellaneous Rent Revenue					0	0	0
7	Excess Rent					0	0	0
8	Rent Revenue- Insurance					0	0	0
9	Special Claims Revenue					0	0	0
10	Retained Excess Income					0	0	0
11	<b>Total Rent Revenue (GPI @ 100% Occupancy)</b>	<b>112,035</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>112,035</b>	<b>0</b>	<b>112,035</b>
12	Apartments- Vacancy	6,621				6,621	0	6,621
13	Stores & Commercial- Vacancy					0	0	0
14	Rental Concessions					0	0	0
15	Garage & Parking- Vacancy					0	0	0
16	Miscellaneous (other vacancy)					0	0	0
17	<b>Total Vacancies</b>	<b>(6,621)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(6,621)</b>	<b>0</b>	<b>(6,621)</b>
18	<b>Net Rental Revenue (Rent Revenue Less Vacancy)</b>	<b>105,414</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>105,414</b>	<b>0</b>	<b>105,414</b>
19	Elderly & Congregate Serv. Income (attach schedule)					0	0	0
20	Financial Revenue- Project Operations					0	0	0
21	Revenue from Investments- Residual Receipts					0	0	0
22	Revenue from Investments- Replacement Reserves					0	0	0
23	Revenue from Investments- Miscellaneous					0	0	0
24	<b>Total Financial Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
25	Laundry & Vending Revenue					0	0	0
26	NSF & Late Fees					0	0	0
27	Damages & Cleaning Fees					0	0	0
28	Forfeited Tenant Security Deposits					0	0	0
29	<b>Tenant Charges (Total of Line 26-28)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
30	Interest Reduction Payments					0	0	0
31	Miscellaneous Revenue					0	0	0
32	<b>Total Other Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
33	Other Revenue - Vacancy (20% of Lines 25 - 31)	0				0	0	0
34	<b>TOTAL REVENUE</b>	<b>105,414</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>105,414</b>	<b>0</b>	<b>105,414</b>
35	Conventions & Meetings					0	0	0
36	Management Consultants					0	0	0
37	Advertising & Marketing	1,000				1,000	0	1,000
38	Apartment Resale Expenses (Co-ops)					0	0	0
39	Other Renting Expenses	1,200				1,200	0	1,200
40	Office Salaries	15,600				15,600	0	15,600
41	Office Supplies	600				600	0	600
42	Telephone & Answering Service	600				600	0	600
43	<b>Office Expenses (Total of Line 41 &amp; 42)</b>	<b>1,200</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,200</b>	<b>0</b>	<b>1,200</b>
44	Office or Model Apartment Rent					0	0	0
45	Management Fee	7,910				7,910	0	7,910
46	Manager or Superintendent Salaries					0	0	0
47	Administrative Rent Free Unit					0	0	0
48	Legal Expense- Project	1,800				1,800	0	1,800
49	Audit Expense	2,000				2,000	0	2,000
50	Bookkeeping Fees/Accounting Services	1,440				1,440	0	1,440
51	Bad Debts					0	0	0
52	Miscellaneous Administrative Expenses	1,200				1,200	0	1,200

CHFA DOH CONSOLIDATED APPLICATION

	LINE ITEM DESCRIPTION	Residential	Non-Residential	Asset Manager / Underwriter Adjustment - Residential	Asset Manager / Underwriter Adjustment - Non-Residential	Total Asset Manager / Underwriter Adjusted Residential	Total Asset Manager / Underwriter Adjusted Non-Residential	Total Asset Manager / Underwriter Adjusted Proforma
53	<b>Total Administrative Expenses</b>	33,350	0	0	0	33,350	0	33,350
54	Fuel Oil/ Coal					0	0	0
55	Electricity	3,000				3,000	0	3,000
56	Water	3,168				3,168	0	3,168
57	Gas					0	0	0
58	Sewer	2,880				2,880	0	2,880
59	<b>Total Utilities Expenses</b>	9,048	0	0	0	9,048	0	9,048
60	Janitor & Cleaning Payroll					0	0	0
61	Grounds Payroll					0	0	0
62	Repairs Payroll					0	0	0
63	<b>Payroll (Total of Line 60 - 62)</b>	0	0	0	0	0	0	0
64	Janitor and Cleaning Supplies					0	0	0
65	Exterminating Supplies					0	0	0
66	Ground Supplies	600				600	0	600
67	Repairs Material	1,800				1,800	0	1,800
68	Decorating Supplies	1,000				1,000	0	1,000
69	<b>Supplies (Total of Line 64 - 68)</b>	3,400	0	0	0	3,400	0	3,400
70	Janitor and Cleaning Contracts					0	0	0
71	Exterminating Contracts					0	0	0
72	Grounds Contracts	1,710				1,710	0	1,710
73	Repairs Contracts	3,000				3,000	0	3,000
74	Elevator Maintenance Contract					0	0	0
75	Swimming Pool Maintenance Contract					0	0	0
76	Decorating (Painting) Contract/Payroll	1,500				1,500	0	1,500
77	<b>Contracts (Total of Line 70 - 76)</b>	6,210	0	0	0	6,210	0	6,210
78	Operating & Maintenance Rent Free Unit					0	0	0
79	Garbage & Trash Removal					0	0	0
80	Security Payroll/ Contracts					0	0	0
81	Security Rent Free Unit					0	0	0
82	Heating/Cooling Repairs & Maintenance	2,400				2,400	0	2,400
83	Snow Removal	2,250				2,250	0	2,250
84	Vehicle & Maint. Equip. Operation & Repair					0	0	0
85	Miscellaneous Operating & Maintenance	1,200				1,200	0	1,200
86	<b>Total Operating &amp; Maintenance Expenses</b>	15,460	0	0	0	15,460	0	15,460
87	Real Estate Tax	0				0	0	0
88	Payroll Taxes (project share)					0	0	0
89	Property & Liability Insurance	14,000				14,000	0	14,000
90	Fidelity Bond Insurance					0	0	0
91	Workmen's Compensation					0	0	0
92	Health Insurance & Other Benefits					0	0	0
93	Miscellaneous Taxes, Licenses, Permits					0	0	0
94	Other Insurance					0	0	0
95	<b>Misc. Taxes, Lic., Permits &amp; Ins. (Lines 93 &amp; 94)</b>	0	0	0	0	0	0	0
96	<b>Total Taxes &amp; Insurance</b>	14,000	0	0	0	14,000	0	14,000
97	Elderly & Congregate Serv. Expense (attach schedule)					0	0	0
98	<b>TOTAL OPERATING EXPENSES</b>	71,858	0	0	0	71,858	0	71,858
99	<b>OPERATING INCOME (LOSS)</b>	33,556	0	0	0	33,556	0	33,556
100	Mortgage Principal & Interest- CHFA Debt					0	0	0
101	Mortgage Principal & Interest- Other Debt	21,237				21,237	0	21,237
102	Mortgage Insurance Premium/ Service Charges					0	0	0
103	Miscellaneous Financial Expenses					0	0	0
104	<b>Total Financial Expenses</b>	21,237	0	0	0	21,237	0	21,237
105	Replacement Reserve Deposits	5,400				5,400	0	5,400
106	Operating (Other) Reserve Deposits					0	0	0
107	<b>NET PROJECTED CASH FLOW</b>	6,918	0	0	0	6,918	0	6,918
108	Replacement Reserve Releases					0	0	0
109	Operating Reserve Releases					0	0	0
110	Capital Improvements- Building (attach schedule)					0	0	0



CHFA DOH CONSOLIDATED APPLICATION

LINE ITEM DESCRIPTION	Residential	Non-Residential	Asset Manager / Underwriter Adjustment - Residential	Asset Manager / Underwriter Adjustment - Non-Residential	Total Asset Manager / Underwriter Adjusted Residential	Total Asset Manager / Underwriter Adjusted Non-Residential	Total Asset Manager / Underwriter Adjusted Proforma
111 Capital Improvements- Equipment (attach schedule)					0	0	0
112 Net Operating Income (NOI)							28,156
113 Debt Service Coverage Ratio (DSC)							1.33
114 Per Unit Expenses (Excluding: RE Taxes & Reserves)	5,988						6,438

Form Prepared by: David Berto, President, Housing Enterprises, Inc.

Phone Number: 860-741-9837

The undersigned presents the enclosed estimates as reasonable and accurate projections of operating income and expenses for stated stabilized fiscal year.

CHFA/DOH Accepted By:

Management Company Accepted By:

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Name Title

8/20/18  
AGENT

Holley Block, Salisbury, CT

**EXHIBIT 8.1.a**

**NEPA STATUTORY CHECKLIST**

THIS EXHIBIT IS NOT APPLICABLE FOR THIS PROJECT

Holley Block, Salisbury, CT

**EXHIBIT 8.1.b**

**NEPA ENVIRONMENTAL CHECKLIST**

THIS EXHIBIT IS NOT APPLICABLE FOR THIS PROJECT

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**Certifications**  
**Exhibit – 10.1**

DEVELOPMENT NAME:	Holley Block
APPLICANT:	Salisbury Housing Committee, Inc.

Please answer all questions on the **below** certification sheet and sign, if applicable, attach any explanation and/or documentation as a single separate "other" exhibit

"Applicant" shall include all principals in the Application and co-sponsor entities, as well as any Affiliated Entities.

"Affiliated Entity" shall include, but not be limited to, a person that directly or indirectly is: (a) in control of another person; (b) is under the control of another person; or (c) is under common control with another person; (d) is a director or officer (or a member of the immediate family of a director or officer) of another person. For purposes of the foregoing, (a) "control" means possessing the power to directly or indirectly direct the management or policies of another person, whether through ownership of voting securities, by contract, or otherwise, including the power to elect a majority of the directors or trustees of a corporation or trust; and (b) "person" means any natural person, sole proprietorship, corporation, general partnership, limited partnership, limited liability company, limited liability partnership, limited liability limited partnership, joint venture, association, joint stock company or any other form of entity. The purpose of this policy is to ensure that Applicants do not benefit from CHFA financing if, in CHFA's sole determination, they have failed to:

- repay CHFA or public funders of affordable housing development or
- comply with any applicable affordable housing program requirements; or
- adequately perform on prior developments.

The criteria for determining satisfaction of these eligibility standards are provided in "Schedule A" of the Program Eligibility Requirements: Delinquent or Non-Performing Applicants – found in the [link](#) below.

[Click on Program Eligibility Requirements: Delinquent or Non-Performing Applicants](#)

**Eligibility**

- The Applicant is affiliated with, owns, or manages a housing development **which** is at the time of application or subsequently during such application processes delinquent on any Authority, State of Connecticut, Federal agency or other state housing finance agency obligation for one hundred and twenty (120) or more days.  
*If 'Yes', please provide explanation.*  Yes  No
- The Applicant is affiliated with, owns or manages, or has been affiliated with any housing development **which** has failed to comply with the terms of its mortgage documents for CHFA mortgage financing or Extended Low-Income Housing Commitment for the Federal Low-Income Housing Tax Credits previously awarded by CHFA or any other State Low-Income Housing Tax Credit Contribution Program.  
*If 'Yes', please provide explanation.*  Yes  No
- The Applicant is or has been affiliated with any housing development or program which has failed to comply with the terms of an award of tax credits under the State of Connecticut Housing Tax Credit Contribution Program.  
*If 'Yes', please provide explanation.*  Yes  No
- The Applicant is or has been affiliated with a housing development whose mortgage was charged off by the Authority or whose mortgage or other agreements with the Authority, its subsidiaries, or other agency of the State or Federal Government are or were in default, foreclosure, or bankruptcy at **any time** in the **past five (5) years**.  
*If 'Yes', please provide explanation.*  Yes  No

## Financial

Bankruptcy/Default

The Applicant, Co-Sponsor, and any members of its development team has declared bankruptcy.  
*If 'Yes', please provide explanation.*

 Yes  No

The applicant and/or the Co-Sponsor is or has been affiliated with a housing development whose mortgage was charged off by CHFA or whose mortgage or other agreements with CHFA, its subsidiaries, or other state or federal agency, has been or is in default, or foreclosure at any time in the past five (5) years.  
*If 'Yes', please provide explanation.*

 Yes  NoTaxes

The Applicant and Co-Sponsor IS CURRENT on all local, state, and federal taxes.  
*If 'No', please provide explanation.*

 Yes  NoCompliance with Public Funds

The Applicant and/or the Co-Sponsor has been or is currently delinquent on any obligation with CHFA, any State Agency, the United States Department of Housing and Urban Development ("HUD"), or any Federal Agency.  
*If 'Yes', please provide explanation.*

 Yes  NoProperty Acquisition

The Applicant acquired the property in an arm's length, market rate transaction with a seller who was not related by blood, marriage or business association.  
*If 'No', please provide explanation.*

 Yes  No  
 N/ABackground Information

In the past 10 years, has the applicant or any owner:

Been the subject of any criminal or civil investigation (by any federal, state or local prosecuting or investigative agency), any bankruptcy or similar proceedings, and/or investigation by any governmental agency (including, but not limited to federal, state and local regulatory agencies)?

 Yes  No

Had any judgment, injunction or sanction obtained against it in any judicial or administrative action or proceeding other than a domestic relations proceeding or motor vehicle proceeding?

 Yes  No

Been convicted after trial or by plea, of any criminal offense and/or are there any felony or misdemeanor charges pending against the applicant or any owner?

 Yes  No

*If yes is answered for any of the Background Information questions, please provide further explanation.*

## Housing Authorities

Resident Participation Plan (Required ONLY for Housing Authorities)

The Applicant has adopted and implemented a "resident participation plan" as defined in CGS §8-64c(a)(3) and is willing to provide it upon request.

 Yes  No

*If NO, please explain below why a resident participation plan requirement is not triggered by the funding request.*

The Applicant has entered into a "signed agreement" as referenced in CGS §8-64c(d).

 Yes  No

Compliance

Fair Housing Law Violation for GP and Management Agent

The Applicant's General Partner and/or Management Agent have/had any finding or a violation of any Federal or State laws for regulations pertaining to fair housing, housing accessibility, or non-discrimination in the area of rental housing.

Yes  No

If 'Yes', please provide explanation.

Applicant Disclosure

Does the funding recipient employ or contract with (1) any elected public official or the spouse of any elected public official or (2) any state employee or the spouse of any state employee who has supervisory or appointing authority over the state agency administering this funding?

Yes  No

If 'Yes', please provide explanation.

The applicant has been affiliated with any housing development which has failed to comply with the terms of any mortgage documents for CHFA mortgage financing.

Yes  No

If 'Yes', please provide explanation.

LIHTC Compliance (LIHTC Only)

The Applicant IS in compliance with the terms of any Extended Low-Income Housing Commitment, for a development previously sponsored or developed, as well as all eligibility requirements outlined in the Qualified Allocation Plan, all occupancy, rent restrictions and other basic statutory requirements of the Code, LIHTC Procedures of the Authority, and applicable State and Federal law.

Yes  No  
 N/A

If 'No', please provide explanation.

Very-Low Income Construction Employment Policy (VLI) (CHFA only)

The Applicant acknowledges CHFA's VLI Policy and will comply with requirements. (See CHFA Very Low Income Policy)

Yes  No  
 N/A

If 'No', please provide explanation.

The Applicant shall give preference in its tenant selection plan to eligible households on Public Housing Authority (PHA) waiting list(s), and make on-going efforts to request that the PHA make referrals to the project, or request that the PHA include relevant information about the project on any listing the PHA makes available to persons on its waiting list(s), and persons least likely to apply. (LIHTC Only)

Yes  No  
 N/A

If 'No', please provide explanation.

Displacement/Relocation

If the applicant is unable to affirm, and answers "No" to any of the below, then a Relocation Plan will be required within four weeks of receiving a funding award from the DOH and/or financing approval from CHFA (please refer to the Application tab in the Consolidated Application). The Relocation Plan must be prepared in accordance with 49 CFR 24.2, HUD Handbook 1378, Chapter 135 of the C.G.S. and any applicable regulations. In addition, the Relocation Plan must demonstrate an effort to minimize the impact of relocation on the tenants and must include an estimated budget for relocation activities and the source(s) of funds. Please include a tenant roster dated no earlier than three months prior to application submission.

Non-Displacement

The Applicant affirms that the proposed housing will be developed on a completely vacant land, that has no active business, farm operations or nonprofit uses, the development will NOT cause any temporary or permanent displacement.

Yes  No  
 N/A

The Applicant affirms that the proposed housing will be developed in a completely vacant structure(s), which have been vacant for at least one year prior to any contact with the Department of Housing and/or the Connecticut Housing Finance Authority and which contain no active businesses, farm operations, or nonprofit uses. The development will NOT cause any temporary or permanent displacement.

Yes  No  
 N/A

Consolidated Application Attachment



The Applicant affirms that there will be **NO** demolition of residential units or portions of residential units.

Yes  No  
 N/A

The Applicant affirms that there will be **NO** conversion of residential units to use other than lower-income dwelling units. ("Other non-residential uses" includes emergency shelters.)

Yes  No  
 N/A

The Applicant affirms that in the case where occupiable lower-income dwelling units are demolished or converted to other uses, those dwelling units will be replaced on a one-for-one basis with comparable lower-income dwelling units. If Section 104(d) applies: "Occupiable" is defined as occupied at any time (except by squatters) within a 3-month period prior to execution of a contract for demolition or rehabilitation; a unit in standard condition; or a substandard unit that is suitable for rehabilitation. Replacement units shall meet federal requirements at 42.375(b)(1)-(5) of 24 CFR Part 42, effective 11/4/96.

Yes  No  
 N/A

The Applicant affirms that funds being used to make accessibility modifications to owner-occupied single family homeownership units will **NOT** cause displacement or loss of units.

Yes  No  
 N/A

The Applicant affirms that any State assistance will **NOT** cause the temporary or permanent displacement of persons and families residing in any single-family or multifamily dwelling.

Yes  No  
 N/A

Litigation

The Applicant, Co-sponsor, or any member of the proposed development team, or any identity of interest entity related thereto, is currently involved in any litigation or other legal claims, including as a defendant.  
*If 'Yes', please provide explanation.*

Yes  No

Any state and/or federal agency has taken any action against the Applicant and/or Co-Sponsor or any principals of the Applicant or Co-Sponsor's organizations, or any member of the Development Team, or any identity of interest entity related thereto.  
*If 'Yes', please provide explanation.*

Yes  No

Intention to Comply/Post Award

Affirmative Action

Provide Affirmative Action Policy Statements for all Applicants and Co-sponsors. For **CHFA only**, provide a copy of the Contractor's Affirmative Action Plan. See CHFA Website link below.

[www.chfa.cta](http://www.chfa.cta)

False Statement

The undersigned understands that the Department of Housing and/or the Connecticut Housing Finance Authority will rely on the information in this application and that, if the application is approved, any deliberate omissions, misrepresentations and/or incorrect statements in this application may result in withdrawal of the application from the review process at the Department of Housing's and/or the Connecticut Housing Finance Authority's discretion. The undersigned understands that he/she may be prosecuted for false statement under the laws of the State of Connecticut under Section 53a-157 of the General Statutes, as amended from time to time, for any false statement made herein.

Anne C. Kremer  
Signature

Anne C. Kremer, President  
Title

07/11/2018  
Date

**SEEC FORM 10**

CONNECTICUT STATE ELECTIONS ENFORCEMENT COMMISSION

Rev. 1/11

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**Notice to Executive Branch State Contractors and Prospective State Contractors of Campaign Contribution and Solicitation Limitations**

***Acknowledgement of Receipt of Explanation of Prohibitions for Incorporation in Contracting and Bidding Documents***

This notice is provided under the authority of Connecticut General Statutes §9-612(g)(2), as amended by P.A. 10-1, and is for the purpose of informing state contractors and prospective state contractors of the following law (italicized words are defined on the reverse side of this page).

**CAMPAIGN CONTRIBUTION AND SOLICITATION LIMITATIONS**

No *state contractor, prospective state contractor, principal of a state contractor or principal of a prospective state contractor*, with regard to a *state contract or state contract solicitation* with or from a state agency in the executive branch or a quasi-public agency or a holder, or principal of a holder of a valid prequalification certificate, shall make a contribution to (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of Governor, Lieutenant Governor, Attorney General, State Comptroller, Secretary of the State or State Treasurer, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee (which includes town committees).

In addition, no holder or principal of a holder of a valid prequalification certificate, shall make a contribution to (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of State senator or State representative, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee.

On and after January 1, 2011, no state contractor, prospective state contractor, principal of a state contractor or principal of a prospective state contractor, with regard to a state contract or state contract solicitation with or from a state agency in the executive branch or a quasi-public agency or a holder, or principal of a holder of a valid prequalification certificate, shall **knowingly solicit** contributions from a state contractor's or prospective state contractor's employees or from a *subcontractor or principals of the subcontractor* on behalf of (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of Governor, Lieutenant Governor, Attorney General, State Comptroller, Secretary of the State or State Treasurer, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee.

**DUTY TO INFORM**

State contractors and prospective state contractors are required to inform their principals of the above prohibitions, as applicable, and the possible penalties and other consequences of any violation thereof.

**PENALTIES FOR VIOLATIONS**

Contributions or solicitations of contributions made in violation of the above prohibitions may result in the following civil and criminal penalties:

**Civil penalties**—Up to \$2,000 or twice the amount of the prohibited contribution, whichever is greater, against a principal or a contractor. Any state contractor or prospective state contractor which fails to make reasonable efforts to comply with the provisions requiring notice to its principals of these prohibitions and the possible consequences of their violations may also be subject to civil penalties of up to \$2,000 or twice the amount of the prohibited contributions made by their principals.

**Criminal penalties**—Any knowing and willful violation of the prohibition is a Class D felony, which may subject the violator to imprisonment of not more than 5 years, or not more than \$5,000 in fines, or both.

**CONTRACT CONSEQUENCES**

In the case of a state contractor, contributions made or solicited in violation of the above prohibitions may result in the contract being voided.

In the case of a prospective state contractor, contributions made or solicited in violation of the above prohibitions shall result in the contract described in the state contract solicitation not being awarded to the prospective state contractor, unless the State Elections Enforcement Commission determines that mitigating circumstances exist concerning such violation.

The State shall not award any other state contract to anyone found in violation of the above prohibitions for a period of one year after the election for which such contribution is made or solicited, unless the State Elections Enforcement Commission determines that mitigating circumstances exist concerning such violation.



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CONNECTICUT STATE ELECTIONS ENFORCEMENT COMMISSION

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## DEFINITIONS

"State contractor" means a person, business entity or nonprofit organization that enters into a state contract. Such person, business entity or nonprofit organization shall be deemed to be a state contractor until December thirty-first of the year in which such contract terminates. "State contractor" does not include a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Prospective state contractor" means a person, business entity or nonprofit organization that (i) submits a response to a state contract solicitation by the state, a state agency or a quasi-public agency, or a proposal in response to a request for proposals by the state, a state agency or a quasi-public agency, until the contract has been entered into, or (ii) holds a valid prequalification certificate issued by the Commissioner of Administrative Services under section 4a-100.

"Prospective state contractor" does not include a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Principal of a state contractor or prospective state contractor" means (i) any individual who is a member of the board of directors of, or has an ownership interest of five per cent or more in, a state contractor or prospective state contractor, which is a business entity, except for an individual who is a member of the board of directors of a nonprofit organization, (ii) an individual who is employed by a state contractor or prospective state contractor, which is a business entity, as president, treasurer or executive vice president, (iii) an individual who is the chief executive officer of a state contractor or prospective state contractor, which is not a business entity, or if a state contractor or prospective state contractor has no such officer, then the officer who duly possesses comparable powers and duties, (iv) an officer or an employee of any state contractor or prospective state contractor who has *managerial or discretionary responsibilities with respect to a state contract*, (v) the spouse or a *dependent child* who is eighteen years of age or older of an individual described in this subparagraph, or (vi) a political committee established or controlled by an individual described in this subparagraph or the business entity or nonprofit organization that is the state contractor or prospective state contractor.

"State contract" means an agreement or contract with the state or any state agency or any quasi-public agency, let through a procurement process or otherwise, having a value of fifty thousand dollars or more, or a combination or series of such agreements or contracts having a value of one hundred thousand dollars or more in a calendar year, for (i) the rendition of services, (ii) the furnishing of any goods, material, supplies, equipment or any items of any kind, (iii) the construction, alteration or repair of any public building or public work, (iv) the acquisition, sale or lease of any land or building, (v) a leasing arrangement, or (vi) a grant, loan or loan guarantee. "State contract" does not include any agreement or contract with the state, any state agency or any quasi-public agency that is exclusively federally funded, an education loan, a loan to an individual for other than commercial purposes or any agreement or contract between the state or any state agency and the United States Department of the Navy or the United States Department of Defense.

"State contract solicitation" means a request by a state agency or quasi-public agency, in whatever form issued, including, but not limited to, an invitation to bid, request for proposals, request for information or request for quotes, inviting bids, quotes or other types of submittals, through a competitive procurement process or another process authorized by law waiving competitive procurement.

"Managerial or discretionary responsibilities with respect to a state contract" means having direct, extensive and substantive responsibilities with respect to the negotiation of the state contract and not peripheral, clerical or ministerial responsibilities.

"Dependent child" means a child residing in an individual's household who may legally be claimed as a dependent on the federal income tax of such individual.

"Solicit" means (A) requesting that a contribution be made, (B) participating in any fund-raising activities for a candidate committee, exploratory committee, political committee or party committee, including, but not limited to, forwarding tickets to potential contributors, receiving contributions for transmission to any such committee or bundling contributions, (C) serving as chairperson, treasurer or deputy treasurer of any such committee, or (D) establishing a political committee for the sole purpose of soliciting or receiving contributions for any committee. Solicit does not include: (i) making a contribution that is otherwise permitted by Chapter 155 of the Connecticut General Statutes; (ii) informing any person of a position taken by a candidate for public office or a public official, (iii) notifying the person of any activities of, or contact information for, any candidate for public office; or (iv) serving as a member in any party committee or as an officer of such committee that is not otherwise prohibited in this section.

"Subcontractor" means any person, business entity or nonprofit organization that contracts to perform part or all of the obligations of a state contractor's state contract. Such person, business entity or nonprofit organization shall be deemed to be a subcontractor until December thirty first of the year in which the subcontract terminates. "Subcontractor" does not include (i) a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or (ii) an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Principal of a subcontractor" means (i) any individual who is a member of the board of directors of, or has an ownership interest of five per cent or more in, a subcontractor, which is a business entity, except for an individual who is a member of the board of directors of a nonprofit organization, (ii) an individual employed by a subcontractor, which is a business entity, as president, treasurer or executive vice president, (iii) an individual who is the chief executive officer of a subcontractor, which is not a business entity, or if a subcontractor has no such officer, then the officer who duly possesses comparable powers and duties, (iv) an officer or an employee of any subcontractor who has managerial or discretionary responsibilities with respect to a subcontract with a state contractor, (v) the spouse or a dependent child who is eighteen years of age or older of an individual described in this subparagraph, or (vi) a political committee established or controlled by an individual described in this subparagraph or the business entity or nonprofit organization that is the subcontractor.

**SEEC FORM 10**

CONNECTICUT STATE ELECTIONS ENFORCEMENT COMMISSION

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**ACKNOWLEDGEMENT OF RECEIPT**

Anne C. Kremer  
SIGNATURE

07/11/2018  
DATE (mm/dd/yyyy)

**NAME OF SIGNER**

First Name Anne	MI C.	Last Name Kremer	Suffix
--------------------	----------	---------------------	--------

**TITLE**

President

**COMPANY NAME**

Salisbury Housing Committee, Inc.

City/County of: Salisbury, Litchfield County  
State of Connecticut

Subscribed and sworn before me this 11 day of July, 2018 by  
Anne C. Kremer, President, Salisbury Housing Committee, Inc.

Emily Egan, Notary Public

My commission expires: Feb. 28, 2021

**EMILY EGAN**  
**NOTARY PUBLIC**  
MY COMMISSION EXPIRES FEB. 28, 2021

Additional information may be found on the website of the State Elections Enforcement Commission,  
[www.ct.gov/seec](http://www.ct.gov/seec)  
Click on the link to "Lobbyist/Contractor Limitations"

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## Affirmative Action Policy Statement

### Exhibit – 10.3

DEVELOPMENT NAME:	Holley Block
APPLICANT:	Salisbury Housing Committee, Inc.

As President of Salisbury Housing Committee, Inc., I recognize the need for Affirmative Action and I pledge my commitment to undertake positive actions to overcome the present effects of past practices or barriers to equal employment opportunity and to achieve the full and fair participation of minorities, women, people with disabilities, older persons, and all other protected groups found to be underutilized in the Salisbury Housing Committee, Inc.'s work force or affected by policies having an adverse impact. In the spirit of Executive Order 11, signed by Governor Ella Grasso November 21, 1975, and Executive Order 9, signed by Governor William A. O'Neill on January 3, 1984, I further state that the Salisbury Housing Committee, Inc. will comply with the anti-discrimination provisions of the state and federal laws and regulations listed at the end of this section.

I recognize the hiring difficulties experienced by minorities, people with disabilities and by many older persons and, where appropriate, I have set goals to overcome the present effects of past discrimination, if any, to achieve the full and fair utilization of such persons in the work force. I further pledge that the Salisbury Housing Committee, Inc. will affirmatively provide services and programs in a fair and impartial manner.

Where adverse impact is identified, the Salisbury Housing Committee, Inc. will: (1) review its personnel policies and procedures to ensure that barriers, which unnecessarily exclude protected classes and practices, which have an illegal discriminatory impact, are identified and eliminated; (2) explore alternative approaches to employ minorities and members of protected classes; (3) administer all terms, conditions, privileges and benefits of the employment process in an equitable manner; and (4) establish procedures for the extra effort that may be necessary to ensure that the recruitment and hiring of protected group members reflect their availability in the job market.

It is the policy of Salisbury Housing Committee, Inc. to provide equal employment opportunities without consideration of race, color, religion, age, sex, marital status, national origin, genetic information, past/present history of mental disability, ancestry, mental retardation, learning or physical disabilities including but, not limited to blindness, sexual orientation, genetic information or criminal record, unless the provisions of Section 46a-60(b), 46a-80(b) and 46a-81(b) of the Connecticut General Statutes are controlling or there is a bona-fide occupational qualification for excluding persons in one of the above protected groups. This policy applies to all aspects of the employer/employee relationship including, but not limited to, recruitment, hiring, referrals, classifying, advertising, training, upgrading, promotion, benefits, compensation, discipline, layoff and terminations.

The Salisbury Housing Committee, Inc. will implement, monitor and enforce this Affirmative Action Policy Statement in conjunction with the applicable federal and state laws, regulations and executive orders listed below: 13th, 14th, and 15th Amendments of the United States Constitution, Civil Rights Act of 1866, 1870, 1871, Equal Pay Act of 1963, Title VI and VII of the 1964 United States Civil Rights Act, presidential Executive Orders 11246, amended by 11375, (Nondiscrimination under federal contracts), H.R. 493 (The Genetic Information Nondiscrimination Act of 2008, effective November 21, 2009), Act 1 Section 1 and 20 of the Connecticut Constitution, Governor Grasso's Executive Order Number 11, Governor O'Neill Executive Order Number 9, the Connecticut Fair Employment Practices Law (46a-63-64), Discrimination against Criminal Offenders (46a-80).

Connecticut General Statutes, Connecticut Code of Fair Accommodations Law (46-63-64), definition of Blind (46a-51(1)), definition of Physically Disabled (46a-51(15)), definition of Mentally Retarded (46a-51(13)), cooperation with the Commission of Human Rights and Opportunities (46a-77), Sexual Harassment (46-60-(a) Connecticut Credit Discrimination Law (360436 through 439), Title I of the State and the Local Fiscal Assistance Act of 1972 and the Americans with Disabilities Act of 1992.

This policy statement will be given annually to all Salisbury Housing Committee, Inc.'s employees and will also be posted throughout the Salisbury Housing Committee, Inc.'s offices. I also expect each supplier, union, consultant and other entity (s) with which we do business to comply with all applicable State and Federal Equal Opportunity laws and regulations. The Salisbury Housing Committee, Inc. will not knowingly do business with any entity debarred from participation in any federal or state program or found to be in violation of any state or federal anti-discrimination law.

I have assigned the responsibility to achieve the successful implementation of our goals and objectives to Connecticut Real Estate Management, Site Manager, 860-435-0049,  
TBroderick@ctrealestatemanagement.com

07/11/2018  
Date

Anne C. Kremer  
President  
Anne C. Kremer

THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIO TAPE FROM THE  
ADA-504 COORDINATOR BY CALLING  
860-435-0049

Holley Block, Salisbury, CT

**EXHIBIT 10.4**

**FAIR HOUSING POLICY STATEMENT**

THIS EXHIBIT IS NOT APPLICABLE FOR THIS DOH PREDEVELOPMENT LOAN  
FUNDING APPLICATION

Holley Block, Salisbury, CT

**EXHIBIT 10.5**

**CERTIFICATION TO AFFIRMATIVELY FURTHER FAIR HOUSING**

THIS EXHIBIT IS NOT APPLICABLE FOR THIS DOH PREDEVELOPMENT LOAN  
FUNDING APPLICATION

Holley Block, Salisbury, CT

**EXHIBIT 10.6**

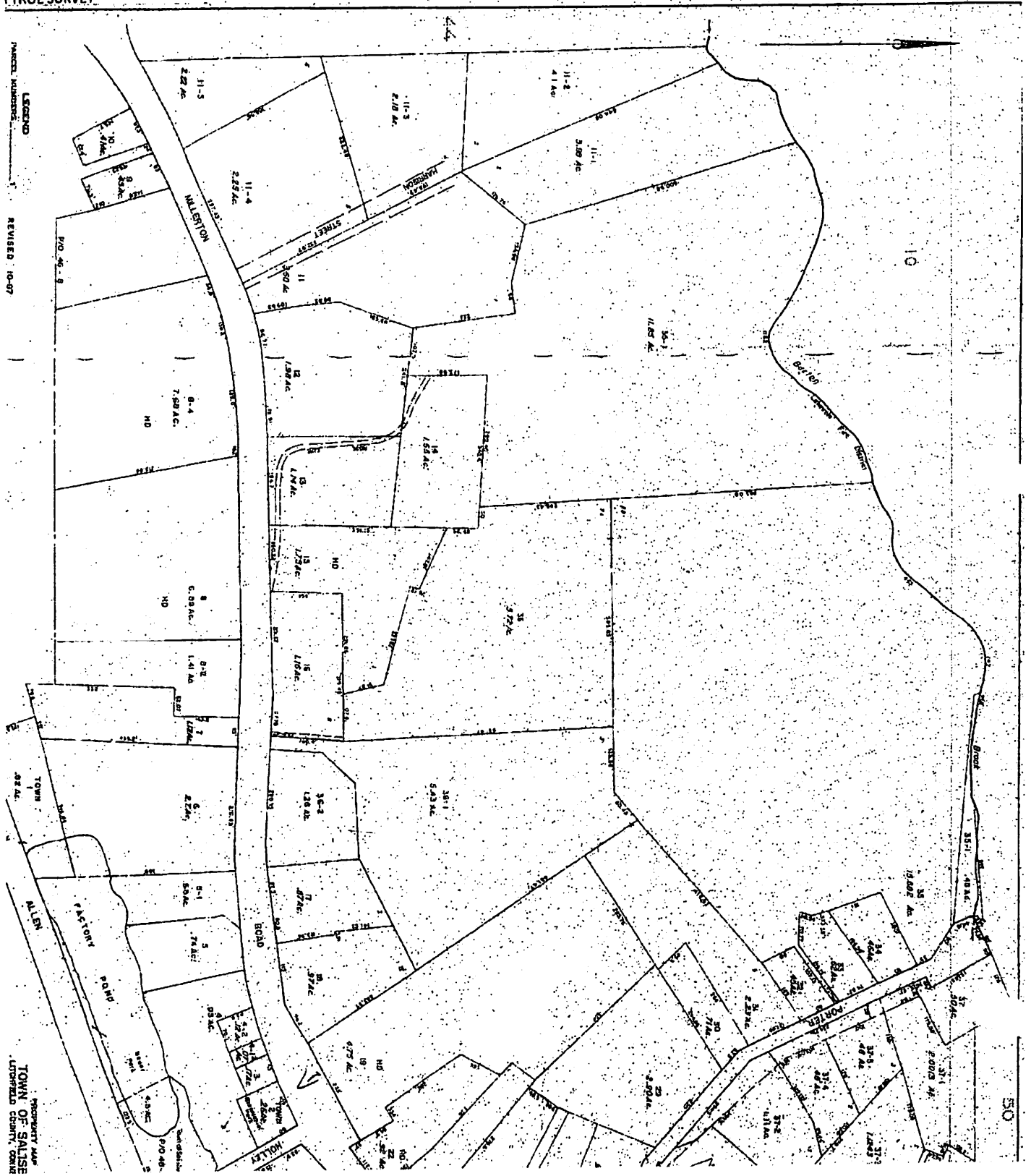
**HTCC CERTIFICATION**

THIS EXHIBIT IS NOT APPLICABLE FOR THIS PROJECT  
THIS IS NOT AN HTCC FUNDING APPLICATION



D MARCH 2016

TO BE USED FOR CONVEYANCES  
ASSESSMENT PURPOSES ONLY  
TRUE SURVEY



SHB Ex 4.6.b Site Information

Google Maps

14 Millerton Rd

Holley Block Vacant Site, Salisbury, CT



Image capture: Dec 2015 © 2018 Google

Salisbury, Connecticut

Google, Inc.

Street View - Dec 2015



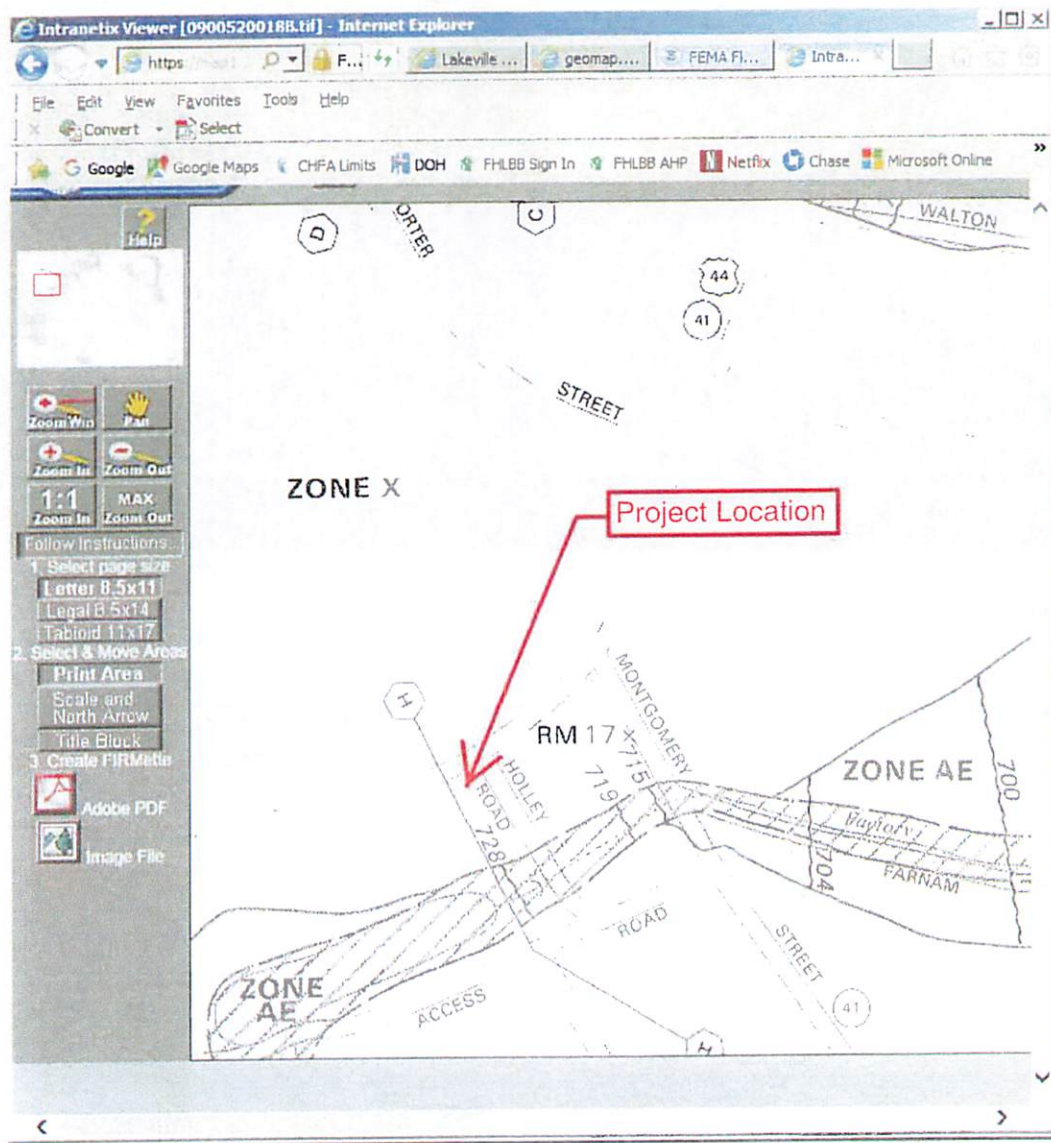
This project site is a vacant lot in the village of Lakeville in the Town of Salisbury. It does not contain any farmland.

Holley Block, Salisbury, CT

EXHIBIT 4.5.a

FLOOD ZONE MAP

*Zone X; not in a Flood Zone*



Holley Block, Salisbury, CT

Intranetb Viewer [0900520018B.tif] - Internet Explorer

https://map1

File Edit View Favorites Tools Help

Convert Select

Google Google Maps CHFA Limits DOH FHLBB Sign In FHLBB AHP Netflix

LOMC: 1

**NATIONAL FLOOD INSURANCE PROGRAM**


**FIRM**  
**FLOOD INSURANCE RATE MAP**

TOWN OF  
SALISBURY,  
CONNECTICUT  
LITCHFIELD COUNTY

PANEL 18 OF 30  
USE MAP INDEX FOR PANELS NOT PRINTED

PANEL LOCATION  
**COMMUNITY-PANEL NUMBER**  
090052 0018 B

**EFFECTIVE DATE:**  
JANUARY 5, 1989



Federal Emergency Management Agency



## Connecticut Environmental Policy Act (CEPA) Intake FORM

Exhibit 4.5 b

2018 Version

The purpose of the Connecticut Environmental Policy Act (CEPA) is to identify and evaluate the impacts of proposed state actions which may significantly affect the environment. The CEPA Intake Form provides information necessary for deciding whether or not further actions are needed which may include opportunities for public review and comment. **Submit the completed form, a location map with site/bldg flagged and a site plan to DOH.CEPA@ct.gov 60 days or more prior to the application deadline.**

Project Name: Holley Block # of Phases: 1

Potential DOH Funding Round: 2019 High Opportunity

**Brief Project Description:** include total acreage, physical improvements, demolition, any known environmental issues, change in use, etc.  
This is a currently vacant lot in the village of Lakeville in the Town of Salisbury. The lot is approximately 0.26 acres. A new apartment building will be constructed, which is currently planned to contain approximately 12 affordable apartments of 1-, 2- and 3-bedroom sizes. On-site parking will be provided. There are no known environmental issues.

Property Address: 8 Holley Street, Salisbury (Lakeville), CT 06039

**If this is a phased project, #'s given below must be for the completion of all phases.**

New Construction: # of units 12 # of bdrms & efficiencies 22 bdrms / 0 eff

Rehab (include non-rehabbed units): # of Units 0 rehab / 0 Total Total # of bdrms & efficiencies 0 bdrms / 0 eff

Shelter projects only: # of rooms or units 0 rms / 0 units # of bedrooms or beds 0 bdrms/0 beds

Is the site in flood plain (100/500 yr)? Explain  
 Are there prime farmland soils? Explain  
Not in floodplain; no farmland soils - village infill

If rehabilitation or demolition, age of the buildings N/A

Total square footage of proposed development. Include both rehabbed and newly constructed space.  
Approximately 12,600 square feet of new construction.

Describe any new road or new lane construction. Is the site served by public water and sewer? Explain.  
No new road or new lane construction. Site is served by public water and sewer.

Number of existing parking spaces 0

Number of new parking spaces 18

Is the existing site listed or eligible to be listed on the National or State Registers of Historic Places as determined by the State Historic Preservation Office? Explain.  
No.

*David Berto*  
 David Berto, President, Housing Enterprises, Inc.

7/5/2018  
 Date

**DOH Use Only**

The proposed project is exempt from CEPA review

The Proposed Project requires CEPA scoping

If yes, the result of scoping process:

Environmental Impact Evaluation is not Required

Environmental Impact Evaluation is required

*[Signature]* 7/20/18  
 Date

Authorized Signatory



**SHPO OFFICE USE ONLY)**

**State Historic Preservation Office Certification**

This property is listed in the National Register of Historic Places \_\_\_\_\_

This property is listed in the State Register of Historic Places \_\_\_\_\_

The property appears to be eligible for listing in the National Register \_\_\_\_\_

The property appears to be eligible for listing in the State Register \_\_\_\_\_

The property does not appear to be eligible for the State or National Register. \_\_\_\_\_

SHPO Review is complete. No additional information is required \_\_\_\_\_

OR

Please submit a Project Notification Form with detailed work plan \_\_\_\_\_

\_\_\_\_\_  
Signature of SHPO Staff

\_\_\_\_\_  
Date

**Please return this form to:**

DECD--State Historic Preservation Office  
Environmental Review  
450 Columbus Blvd.  
Suite 5  
Hartford, CT 06103

SHPO will review the information provided to determine if it needs additional information regarding the property or the project. This form will be returned to you either with a request for additional information or for immediate submission with your application.

CURRENT ASSESSMENT		CURRENT ASSESSMENT	
Description	Code	Appraised Value	Assessed Value
VAC R	5-1	64,300	45,000
<b>Total</b>		<b>64,300</b>	<b>45,000</b>

6122  
SALISBURY, CT  
  
**VISION**

RECORD OF OWNERSHIP		BR-VOLT/PAGE	SALE DATE	U	V	SALE PRICE	V.C.	PREVIOUS ASSESSMENTS (HISTORY)					
Yr.	Code	Assessed Value	Yr.	Code	Assessed Value	Yr.	Code	Assessed Value					
2014	5-1	45,000	2010	5-1	45,000	2009	5-1	67,900					
<b>Total:</b>		<b>45,000</b>	<b>Total:</b>		<b>45,000</b>	<b>Total:</b>		<b>67,900</b>					

EXEMPTIONS			OTHER ASSESSMENTS					
Year	Type	Description	Amount	Code	Description	Number	Amount	Comm. Int.
<b>Total:</b>								

This signature acknowledges a visit by a Data Collector or Assessor

ASSESSING NEIGHBORHOOD				
NBHD/ SUB	NBHD NAME	STREET INDEX NAME	TRACING	BATCH
8/A				

APPRAISED VALUE SUMMARY	
Appraised Bldg. Value (Card)	0
Appraised XF (B) Value (Bldg)	0
Appraised OB (L) Value (Bldg)	0
Appraised Land Value (Bldg)	64,300
Special Land Value	0
<b>Total Appraised Parcel Value</b>	<b>64,300</b>
Valuation Method:	C
Adjustment:	0
<b>Net Total Appraised Parcel Value</b>	<b>64,300</b>

NOTES									
BICENTENNIAL PARK									

BUILDING PERMIT RECORD								VISIT/CHANGE HISTORY						
Permit ID	Issue Date	Type	Description	Amount	Insp. Date	% Comp.	Date Comp.	Comments	Date	Type	IS	ID	Cl.	Purpose/Result

LAND LINE VALUATION SECTION																		
B #	Use Code	Use Description	Zone	D	Frontage	Depth	Units	Unit Price	I. Factor	S.A.	Acre Disc	C. Factor	ST. Idx	Adj.	Notes- Adj	Special Pricing	Adj. Unit Price	Land Value
1	5-1	VACANT RES	L120				0.26 AC	47,400.00	2.75	1	1.0000	1.00	8	1.90				64,300
<b>Total Card Land Units:</b>							<b>0.26 AC</b>	<b>Parcel Total Land Area:</b>							<b>0.26 AC</b>	<b>Total Land Value:</b>		<b>64,300</b>

Property Location: MAIN STREET  
 Vision ID: 26

Account #98103091

MAP ID: 451 / 021 /

Bldg

1 of 1 Sec #: 1 of 1 Card 1 of 1

State Use  
 Print Date: 01/2015 15:54

CONSTRUCTION DETAIL				CONSTRUCTION DETAIL (CONTINUED)									
Element	Cd.	Ch.	Description	Element	Cd.	Ch.	Description						
Model	00		Vacant										
<b>MIXED USE</b>													
Code	Description		Percentage										
S-1	VACANT RES		100										
<b>COST/MARKET VALUATION</b>													
Adj. Base Rate:			0.00										
Replace Cost			0										
AYB													
Dep Code													
Remodel Rating													
Year Remodeled													
Dep %													
Functional Obsinc													
External Obsinc													
Cost Trend Factor													
Condition													
% Complete													
Overall % Cond													
Apprais Val													
Dep % Ovr			0										
Dep Ovr Comment													
Misc Imp Ovr			0										
Misc Imp Ovr Comment													
Cost to Cure Ovr			0										
Cost to Cure Ovr Comment													
<b>OB-OUTBUILDING &amp; YARD ITEMS(B) / XF-BUILDING EXTRA FEATURES(B)</b>													
Code	Description	Sub	Sub Descript	L/B	Units	Unit Price	Yr	Gde	Dp	Rt	Cnd	%Cnd	Apr Value
<b>BUILDING SUB-AREA SUMMARY SECTION</b>													
Code	Description	Living Area	Gross Area	Ej. Area	Unit Cost	Undeprec. Value							

No Photo On Record