

PROJECT DESCRIPTION



Boynton Meadows is the name of a mixed use project being constructed at 134 Main Street in Groton, Massachusetts. The project includes four (4) commercial condominium units on the basement and first floor levels of the existing building, which affords frontage on Main Street. The second floor level of the existing building will contain three (3) residential units. In addition, fifteen (15) residential condominium units will be built as new construction in the middle and rear of the parcel. Three (3) out of the eighteen (18) residential units will be sold at affordable prices through a lottery process to households with incomes at or below 80% of the area median income. The affordable units vary in size and are dispersed throughout the site.

This lottery is for the one bedroom, one bathroom condominium unit located on the second floor of the existing building on 134 Main Street. The purchase price of this 786 square foot unit is \$126,200. Taxes are based on the purchase price of the home with the current Groton tax rate set at \$18.78. Town of Groton and the Massachusetts Department of Housing and Community Development are the long-term monitoring agents for this project and are responsible for final verification of each applicant.

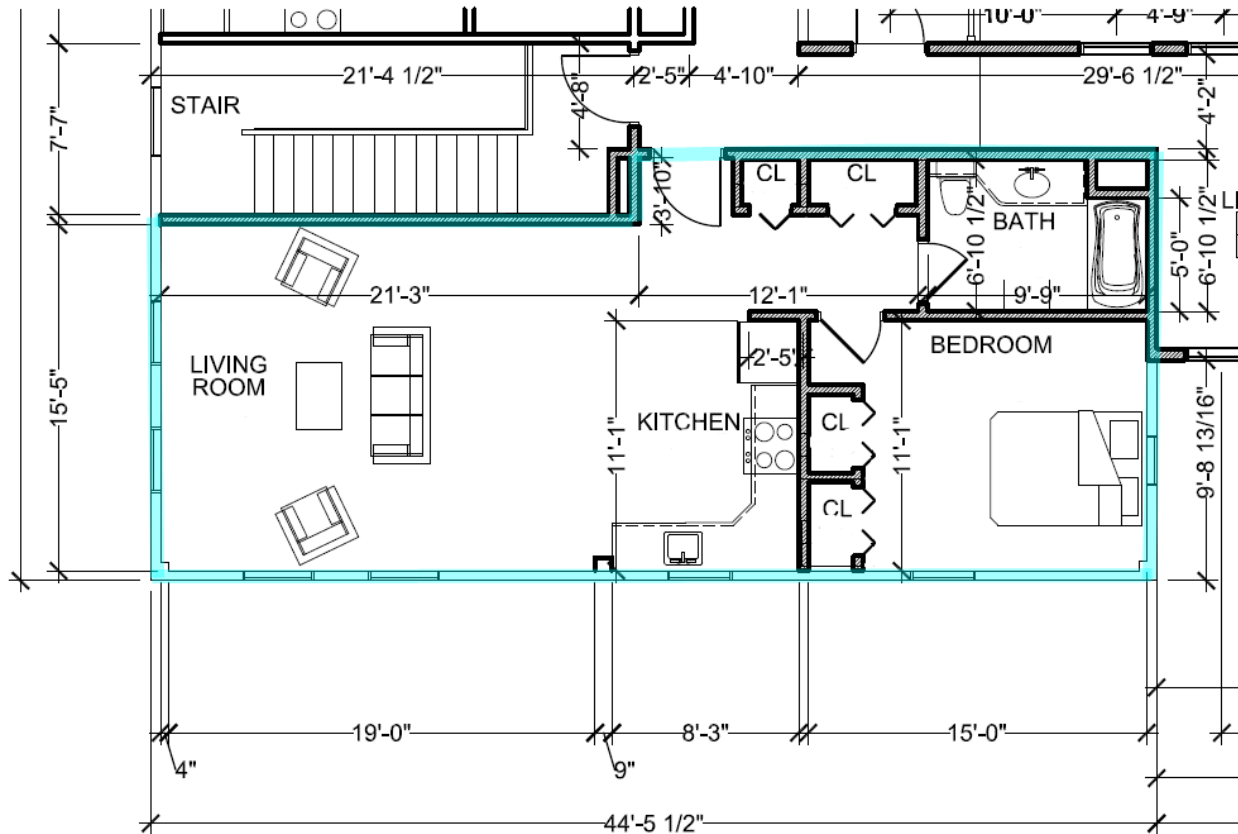
Boynton Meadows is a community with a condominium form of ownership where more than one owner is involved. The homeowner will pay a monthly condominium fee -- currently set at \$205.33. The condominium association is responsible for general liability insurance, landscaping, snow removal, general maintenance, and curbside trash removal. Additionally, a portion of this fee will be set aside in reserves for the roofs, structures, landscaping, and roadways. Homeowners are responsible for water, electric, gas, property taxes and cable services as well as private insurance for damage to their furniture, furnishings, and other personal property. In the event that condominium fees rise, such fees for affordable units will increase at a rate proportional to the market rate fees as governed by state law.

Each resident has the right to use one or more off street parking spaces located in a common lot. The kitchen comes equipped with range, dishwasher and refrigerator. There are washer/dryer hook up connections provided in the laundry area. The condominium unit has a forced hot-air heating and air conditioning system as well as tankless hot water. The unit is serviced by town water and town sewer. See floor plan provided.

Interior Photographs



Floor Plan



DEED RIDER SUMMARY/PROPERTY RESTRICTIONS

If you are selected in the lottery, you will be given the opportunity to purchase a home at a substantial discount ("the affordable price") of the property's fair market value. All of the deeds for the homes designated as affordable will have a mandatory deed rider that limits the resale and price and further restricts the property. The Deed Rider will be provided either the day before closing or the day of closing. A copy of a sample deed rider is available on the Town of Groton's website, www.townofgroton.org.

The purpose of this summary is intended to be informational only and it is not a substitute for independent legal advice. It is intended to emphasize some of the restrictions and obligations during ownership and upon resale that is different from a market rate unit. The Deed Rider is an especially important legal document as it ensures that the home remains affordable for future buyers of your property. Purchasers are encouraged to read carefully and seek legal counsel to have a full understanding of their obligations of the Deed Rider in its entirety.

At a minimum, the purchaser must agree to the following:

- To occupy the home as a principal residence, where you regularly live, eat, sleep, are registered to vote, etc.
- You may not lease, refinance, or make capital improvements to your home without prior written consent of the Town of Groton and DHCD, the long-term monitoring agent.
- When you wish to sell your home, you must notify the Town of Groton and DHCD in writing. This notice is referred to as the "Conveyance Notice" in the Deed Rider.
- The DHCD will set the Maximum Resale Price by using the "Resale Price Multiplier" listed on the Deed Rider.
- The Maximum Resale Price is determined using the Resale Price Multiplier, a figure calculated by taking the

initial sales price and dividing it by the area median income.

- Under no condition can the seller receive more than the Maximum Resale Price upon resale.

Once the monitoring agents, DHCD and the Town of Groton, receive written notice to sell, they have 90 days to find an eligible buyer (a homebuyer whose income is no more than 80% of the base area median and who does not exceed the asset limit). The monitoring agent can also decide within those 90 days to purchase the home. If the monitoring agent finds an eligible buyer within 90 days, but the buyer cannot obtain financing or is otherwise unable to purchase the home the monitoring agent can receive an extension of an additional 60 days. If the monitoring agent cannot find an eligible buyer within that time frame and the Town of Groton does not want to purchase the home, you may sell the home to an ineligible buyer at the maximum resale price allowed. No additional profit can be made.

GENERAL ELIGIBILITY REQUIREMENTS:

First-time Homebuyer. All purchasers of an affordable home at Boynton Meadows must be first-time homebuyers, a term which is defined as individuals who have not held ownership interest in residential real estate for three years prior to purchasing the affordable home. All members of the household must be first-time homebuyers, except for the exceptions described below:

A displaced homemaker: A displaced homemaker is an adult who has not worked full-time, year-round for a number of years, but during such years, worked primarily without remuneration to care for the home and family; Owned a home with his or her partner or resided in a home owned by the partner; Does not own the home previously owned with the partner; is unmarried to or legally separated from the spouse.

A single parent: where the individual owned a home with his or her partner or resided in a home owned by the partner and is a single parent (unmarried or legally separated from a spouse and either has one or more children of whom the individual has custody or joint custody, or is pregnant.

An age-qualified household: a household with a member age 55 or older, whose home must be sold prior to purchase of the affordable unit. Asset limit of \$75,000 includes equity from sale of the home.

A household that owned a principal residence not permanently affixed to a permanent foundation in accordance with applicable regulations.

Households that owned a property that was not in compliance with state, local or model building codes and that cannot be brought into compliance for less than the cost of constructing a permanent structure.

Individuals who have a financial interest in the development or a Related Party, or to their families, are not eligible.

Maximum Allowable Income. To be eligible to apply for purchasing an affordable unit, the combined annual income for all income sources for all income-earning members in the household must be at or below eighty percent of median income for the Lowell Metropolitan Statistical Area for 2015. The Lottery Agent will calculate the income of the household made over the 12 months prior to the date of the application. All buyers must qualify at the time of application, and be re-qualified and deemed eligible according to the income limits at the time of closing. The maximum incomes allowed for this program are:

<u>Household Size</u>	<u>Income Limit</u>
1	\$46,000
2	\$52,600

Asset Limits. All households shall not have total gross assets exceeding \$75,000 in value. All buyers must qualify at the time of application, and remain program eligible through to the time of closing (date of home purchase). Household assets are calculated at the time of application. Any monies you would use as a future down payment on the home will be counted as assets.

Assets include cash in checking or savings accounts, stocks, bonds, certificates of deposit, Treasury bills, money market accounts, mutual funds, whole life insurance policies, revocable trusts, equity in real estate and other forms of capital investments, excluding equity accounts in homeownership programs or state assisted public housing escrow accounts. Retirement accounts and pension funds, IRA, 401K, Keogh Accounts are considered assets. While a person is employed, include only the amounts the applicant can withdraw without retiring or terminating employment less any penalties or transaction costs. At retirement, termination of employment or withdrawal, lump-sum receipts from pension and retirement funds are counted as assets. Personal property such as furniture and automobiles not held as investments are excluded. Any assets that have been divested for less than fair market value within two years of the application will be counted at their fair market value.

Mortgage Requirements. Mortgage pre-approval from an institutional lender is required with the application to be considered for the lottery. Households can apply with any lender, but the pre- approval must meet the following standards:

- The loan must have a fixed rate through the full term of the mortgage.
- The loan must have a current fair market interest rate. A fair market interest rate is defined as no more than 2 percentage points above the current MassHousing rate, which may be found at www.masshousing.com or by calling (617) 854-1000.
- The loan can have no more than 2 points.
- The buyer must provide a down payment of at least 3% - half of which must come from the buyers own funds.
- The buyer may not pay more than 38% of their monthly income for the mortgage, interest, taxes, PMI and hazard insurance.
- Non-household members are not permitted to be co-signers of the mortgage.

Please note it is strongly encouraged that households apply for a mortgage through institutional lenders that are familiar with resale restrictions and guidelines for affordable housing programs. These institutional lenders will likely be aware of programs designed for first-time homebuyers, such as the Soft Second Program through Massachusetts Housing Partnership. It is in the best interest of the buyer to show all lenders a copy of the Deed Rider when applying for a mortgage. This will help the lender to select a loan product that allows such deed riders.

OTHER APPLICABLE INFORMATION

Household Size and Composition

First preference within an applicant pool will be given to households requiring the total number of bedrooms in the home based on the following criteria:

- There is at least one occupant per bedroom.
- A husband and wife, or those in a similar living arrangement, shall be required to share a bedroom unless a consequence of sharing would be a severe adverse impact on his or her mental or physical health and the lottery agent receives reliable medical documentation as to such impact of sharing.
- Other household members may share but shall not be required to share a bedroom.
- Household size shall not exceed state sanitary code requirements for occupancy of a home at Boynton Meadows in Groton.
- Within an applicant pool, second preference shall be given to households requiring the number of bedrooms in the home minus one, based on the above criteria.
- A household shall mean one or more persons who will live regularly in the home as their principal residence and who are related by blood, marriage, law, to who have otherwise evidenced a stable inter-dependent relationship.

Contact Information for Questions

For more information, answers to questions or a tour of the condominium, please contact Fran Stanley at 978-732-1913 or fstanley@townofgroton.org. Fran Stanley is employed as the Housing Coordinator for the Town of Groton and is serving as the sales agent or lottery agent for this property.

Sales Process

The condominium is offered for sale to the first qualified homebuyer household to apply. After an applicant household deemed qualified to purchase, the priority documentation, income and asset information of the lottery winners will be verified by the monitoring agent. Once the information has been verified, the qualified applicant will be expected to meet with a representative of the developer and sign a Purchase and Sale Agreement (sales contract) within 14 days of notification of their eligibility. A deposit of 3% of the purchase price, half of which must come from the buyer's own funds, may be required when the Purchase and Sales Agreement is signed.

Expected steps for applicant household assuming program eligibility and qualification				
1. obtain mortgage preapproval	2. submit application	3. sign contract with developer	4. obtain mortgage loan commitment	5. purchase condominium (the closing)



BOYNTON MEADOWS PROGRAM APPLICATION**PAGE 1 of 8**

Instructions: Please complete the following application, sign the Certification and Authorization to Release Information and provide supporting documentation as indicated by the checklist included as a part of this application.

Name _____ Preferred telephone number: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____

Minority status (response optional) (Information is used to ensure compliance with federal affirmative marketing requirements.):

- ☐ White ☐ Black or African American ☐ Native American or Alaska Native
☐ Native of Pacific Islander ☐ Other _____

Ethnicity status (response optional):

- ☐ Hispanic or Latino ☐ Non-Hispanic

HOUSEHOLD MEMBERS:

List ALL household members who will occupy the affordable home:

Name	Relation to Head of Household	Sex	Age	Date of Birth	Student Y/N

HOUSEHOLD TYPE

Please check the box that applies to your household composition. Include documentation if couple cannot share a bedroom.

- ☐ 4-Person Household: all types
☐ 3-Person Household: all types
☐ 2-Person Household: 1 head-of-household plus one member
☐ 1-Person Household: all types

Do you anticipate any changes in household composition in the next 12 months? ☐ Yes ☐ No

If yes, please explain: _____

Are all members of your household "first-time homebuyers" as defined in the preceding information section? ☐ Yes ☐ No

If your answer is no please name the household member who is not a first-time homebuyer and identify which exemption they qualify under according to the General Eligibility Requirements, First-Time Homebuyer Exceptions in the preceding information section:

INCOME

List all income of all household members listed in this application. Write N/A in the sections that do not apply to your household. Do not leave anything blank. Please note these values are based on *gross monthly income*.

Name: _____

Gross Annual Salary (before deductions) _____

Annual self-employment income (if applicable) _____

Interests and Dividends _____

Veteran's Benefits _____

Alimony/Child Support _____

Social Security _____

Trusts _____

Other Income _____

Total income (sum of all sources listed above) _____

Name: _____

Gross Annual Salary (before deductions) _____

Annual self-employment income (if applicable) _____

Interests and Dividends _____

Veteran's Benefits _____

Alimony/Child Support _____

Social Security _____

Trusts _____

Other Income _____

Total income (sum of all sources listed above) _____

If any other members of your household receive some form of income, please attach a separate sheet indicating the type and amount of income for all additional income earners in the household.

CURRENT EMPLOYMENT STATUS**Applicant's Name** _____

Occupation _____

Name and Phone Number of Current Employer _____

Business Address of Current Employer _____

Name and Title of Supervisor _____

If self-employed, name and address of business _____

Annual Gross Salary (before deductions) \$ _____

Co-Applicant's Name _____

Occupation _____

Name and Phone Number of Current Employer _____

Business Address of Current Employer _____

Name and Title of Supervisor _____

If self-employed, name and address of business _____

Annual Gross Salary (before deductions) \$ _____

If other adult household members are employed or above-mentioned applicants hold multiple part-time jobs, please attach a separate sheet with each household member's current employment information.

STUDENTSIs any household member 18 years of age or older a dependent and a full-time student? ☐ Yes ☐ No

If yes, please provide documentation from school supporting full-time enrollment.

Name of full-time student: _____

School where enrolled: _____

For full-time students over the age of 18 who are not heads of households, only income up to \$480/year is included in the household income total. Please list working student income below.

Name of Working Student _____

Occupation _____

Name and Phone Number of Current Employer _____

Business Address of Current Employer _____

Name and Title of Supervisor _____

Annual Gross Salary (before deductions) \$ _____

ASSETS

Please list additional assets on a separate sheet of paper. All information must correspond to the most recent statement of each asset source. Write N/A or cross out a section if it does not apply. Do not leave anything blank.

Name(s) on Account _____

Bank Name _____

Address _____

Bank telephone number: _____

Savings Account Number (Last four digits) _____ Balance: \$ _____

Checking Account Number (Last four digits) _____ Balance: \$ _____

Other Account Number (Last four digits) _____ Balance: \$ _____

Retirement Account _____ Balance: \$ _____

Name(s) on Account _____

Bank Name _____

Address _____

Bank telephone number: _____

Savings Account Number (Last four digits) _____ Balance: \$ _____

Checking Account Number (Last four digits) _____ Balance: \$ _____

Other Account Number (Last four digits) _____ Balance: \$ _____

Retirement Account _____ Balance: \$ _____

Securities Account: Name and \$ Value _____

Securities Account: Name and \$ Value _____

Securities Account: Name and \$ Value _____

Whole Life Insurance Policy: Name and \$ Value _____

Whole Life Insurance Policy: Name and \$ Value _____

Trust: Name and \$ Value _____

Real Estate Owned/property address _____

Real Estate Owned/name on deed _____

Date Purchased _____

Date Sold _____

Net Value of Real Estate (after outstanding mortgage amount) _____

Have you disposed of any assets in the last two (2) years? ☐ Yes ☐ No

If yes, describe the asset: _____

Date of Disposition: _____

Amount Disposed:\$ _____

Do you have any other assets not listed above (excluding personal property)? ☐ Yes ☐ No

If yes, please list. _____

FUNDS TO PURCHASE A HOME AT BOYNTON MEADOWS

Purchase Price: \$ 126,200

Amount of mortgage preapproval: \$ 122,414

Estimate needed for closing costs: \$ _____

Estimate needed for down payment: \$ 3,786

Please specify source of down payment and closing costs (savings-reflected in account statement, gift, sale of assets, grant, other).

Boynton Meadows and the Town of Groton do not discriminate based on race, color, national origin, religion, sex, familial status, sexual orientation or handicap (disability). Disabled persons are entitled to request a reasonable accommodation of rules, policies, practices or services.

Please submit your completed application in person or by mail to:

Town of Groton
c/o Housing Coordinator
173 Main Street
Groton, MA 01450

SUPPORTING DOCUMENTATION

To complete your application you must include the following:

- Copies of the last five most recent current consecutive pay stubs for all employed household members age 18 and older
- Verification of self-employment income received during the preceding 12 months for all household members age 18 or older, if applicable. Additional documents may be required.
- Verification of unemployment income received during the preceding 12 months for all members age 18 or older if applicable
- Copies of statements of all assets (checking, savings, stocks, bonds, money- market accounts and certificates of deposit) for three months prior to the application date for all household members age 18 or older
- Copies of IRA, social security, pensions and retirements account statement(s), and whole life insurance policies for the current year for all household members age 18 and older
- Copies of federal tax returns for the years 2015 and 2014, including W2 and 1099 forms for all household members age 18 or older. [Please note that there is no need to supply Massachusetts tax returns.]
- Supporting documentation for child support and/or alimony amounts, if applicable
- Supporting documentations for age 55 elderly first-time homebuyer exception, such as birth certificate and appraisal, mortgage statement or HUD settlement statement of currently owned real estate, if applicable
- Supporting documentation for displaced homemaker first time homebuyer exception, such as divorce decree with settlement, if applicable
- Supporting documentation for single-parent first-time homebuyer exception, such as divorce decree with settlement, if applicable
- Supporting documentation for a residence not permanently affixed to a permanent foundation first-time homebuyer exception, if applicable
- Supporting documentation for residence not in compliance with building codes first time homebuyer exception, if applicable
- Documentation of all other sources of income
- A notarized No Income Statement signed by any household member over the age of 18 who has no source of income
- A letter and supporting documentation explaining any unusual employment income or household circumstances
- Mortgage **pre-approval** letter, in an amount sufficient to purchase the home at the current fair market fixed interest rate with no more than 2 points and 30 year term, and a down payment of at least 3% with half coming from the buyers own funds [Please ask if you have questions.]
- Signed certification form (attached), and
- Signed authorization for consent to release information form for all household members age 18 or older (attached).

CERTIFICATION

I/we understand that I/We must respond promptly to all Lottery Agent (also called sales agent) inquiries or my application may be canceled. I/We certify that the information I have given in this application is true and correct to the best of my knowledge. I/We understand that any false statement or misrepresentation will lead to cancellation of this application.

I/We hereby certify that I/We do not/will not maintain a separate residence in another location. I/We further certify that this will be my permanent residence.

I/We understand that my eligibility for housing will be based on applicable income limits and by DHCD Selection criteria.

I/We certify that no member of our household has a financial interest in the development or a Related Party, or to their families.

I/We have reviewed a copy of the sample deed rider and LIP Disclosure Statement and understand its terms and conditions.

I/We authorize all credit reporting agencies, employers, and credit references to release all pertinent information to the Town of Groton.

All applicants, 18 or older, must sign this application.

Signature of Head of Household _____ Date _____

Other adult _____ Date _____

Note: This application does not guarantee a unit. Applications must be complete in order to be qualified. Faxed copies of this application cannot be accepted.

GENERAL AUTHORIZATION FOR RELEASE OF INFORMATION

Name: _____ Social Security Number _____ - _____ - _____

Address: _____

I, the above mentioned individual, have authorized the Town of Groton, Massachusetts to verify the accuracy of the information which I have provided to the Town of Groton from the following sources:

Banks and other financial institutions Employers, past and present

Providers of:

**Alimony, Child Support, Marital Status, Schools, U.S. Social Security Administration,
U.S. Department of Veterans Affairs, Welfare Agencies, Retirement and Pension Agencies**

I hereby give you permission to release this information to the Town of Groton subject to the condition that it be kept confidential. I would appreciate your prompt attention in supplying the information requested on the attached page to the Town of Groton within five (5) days following the receipt of this request.

I understand that a photocopy of this authorization is as valid as the original.

Signed: _____ Date: _____