

Provincetown Community Housing Council
Veterans Memorial Community Center ↻ 2 Mayflower Street
JUNE 5, 2017

1:04 p.m.

Members Present: Susan Cook, Paul Richardson, Elaine Anderson

Excused: Ron Irwin

Staff: Community Housing Specialist Michelle Jarusiewicz

Public Statements: none

Membership: Member Kristin Hatch resigned from the Housing Authority in order to pursue the Executive Director position. She has been working as a volunteer ED for the transition but due to regulations, had to discontinue that as well. She was the Housing Authority representative to the Community Housing Council so therefore has also resigned as that rep. Now there is a vacant spot along with the alternate position on the CHC. Elaine Anderson, who is also on the Housing Authority [HA], explained that the HA is exploring options with DHCD and the state regarding the conflict of interest laws. They are hoping for waivers to allow Kristin Hatch to help in the transition and are also working with a consultant for the ED search. Waivers needed from DHCD Re: one year wait; from Ethics – 30 days.

MHP Housing Institute: Ron Irwin & Elaine Anderson were not able to attend for medical reasons. Susan Cook and Michelle Jarusiewicz both did. Both brought the Institute binders back which are available for sharing.

Annual Goal Setting: Michelle Jarusiewicz reviewed the FY 2017 goals and the proposed FY 2018 goals as part of the Board of Selectmen's process. See attached.

Paul Richardson MOVE to recommend that the Town investigate the opportunity for upcoming surplus properties for dormitory living for seasonal and year-round living; Elaine Anderson second; approved 3-0.

Paul Richardson MOVE to recommend that Town boards and committees continue to support the Housing Authority's expansion efforts; Susan Cook second; approved 3-0.

Outreach: add that the CHC needs you... new members

UPDATES:

Winslow Farms: Have 2 ownership 1-bedroom units under construction for community housing expected late fall/early winter

Minutes: Paul Richardson MOVE to accept minutes for 5/1/17; Elaine Anderson second; approved 3-0.

Next Meeting: July 10th at 1:00 pm

Meeting adjourned at 2:05 pm

*Submitted by:
Michelle Jarusiewicz, Community Housing Specialist*

FY 2017 Goals:
Community Housing Specialist Michelle Jarusiewicz
Status 5/31/17

GOAL:

Work with the Community Housing Council, Staff, and the Community to continue to support the development of various tools to create year-round housing and preserve the availability of year-round and seasonal workforce housing; whenever possible identify and deploy tools to create or stem loss of year round housing in the existing market.

FY 2017 has been an exciting year with regard to housing opportunities including 23 new year-round rental units at Stable Path coming online after many years in development; the approval by the state of our special legislation for the Year Round Rental Housing Trust; and the Harbor Hill acquisition opportunity. Town meeting approved the acquisition bonding and we continue to pursue the opportunity. Town meeting also approved zoning initiatives for accessory units and inclusionary zoning along with new initiatives through CPA support for a Down Payment Assistance program and Cape Cod Village. The CHC approved 2 community housing permits for 2 one-bedroom ownership units that are under construction that will provide median/middle income opportunities. The Housing Office has been working on a *Path to Homeownership* to give residents tools to purchase a home. The CHC sponsored a free First Time Homebuyer Workshop in Town in September and provided scholarships for residents that complete the course. They also sponsored free classes on budgeting, how to fix your credit, and how to be a good tenant. The Housing Office completed the resale of a median income unit that closed on 3/31/17 [with a resale fee to the Town of \$3608]. Another 2 bedroom unit is about to become available. Much work remains to be done as market forces continue to squeeze year-round and seasonal residents out of town.

Strategies:

- Work with Town Manager, Staff, Community Housing Council, and the Community to accomplish housing development at various sites including the former Community Center, and the VFW lot; and to explore housing development at Fire Station #2. The former Community Center went through a procurement process that included an RFQ with 3 submissions on 10/3/16 and an RFP with 2 submissions on 1/13/17. The end result was the selection of The Provincetown Creative Commons. Town Meeting designated a site for the police station on Jerome Smith Road in April 2017 which allows us to consider the entire VFW lot for housing. Staff and Town Counsel are considering options for Fire House #2 and evaluating the accessibility issue along with the Town Landing requirements. The lion's share of our work this past fiscal year was an unforeseen opportunity following the approval by the state of our Year-Round Market Rental Trust – the acquisition of Harbor Hill. Harbor Hill has 26 existing units that was a timeshare condominium resort that entered into foreclosure. The Town of Provincetown dove into new territory on so many levels and is participating in the auction process after Town Meeting approved \$10.7-million borrowing request with an enormous voter turnout for a STM on 2/6/17.
- Work with Housing Authority to develop expansion plans for senior & family housing through the implementation of the CPA grant. Consider the utilization or creation of an outside developer. The Housing Specialist has been working with the Housing Authority and Mass. Housing Partnership [MHP] on the expansion planning. MHP staff met with the community and HA on 7/26 & 7/27/16 to get the process started. Town staff and MHP have drafted a RFP for a development consultant to work directly with the HA and others on the expansion assessment. This is moving a bit slower than anticipated with the retirement of the Executive Director. But, in the meantime, the Housing Authority purchased the 3 rental units at the Grace Gouveia building and closed on 12/30/16.

- Complete the second edition of the “Housing Playbook” to be ratified at the April 2017 annual town meeting. The second edition was completed and released in October 2016 and well received in town and regionally.
- Implement Rental Trust if legislation passes. The Governor signed Chapter 305, Acts of 2016 on 11/3/16. The BOS immediately sought applicants and appointed the members of the Year Round Rental Trust. With the Harbor Hill opportunity, the YRRT began meeting frequently at the end of December with staff support from the Town Manager and the Housing Specialist along with Town Counsel and others.
- Advocate with staff, businesses, and the community at large to consider the impact on housing when creating any development or other relevant decision. Town Meeting passed an inclusionary zoning by-law that will take into consideration community housing with most new development; also approved additional accessory unit provisions for other sections of town. The BOS approved a residential tax exemption of benefit to town residents who struggle to live here.
- Discuss the possibilities for creation of workforce housing at the North Truro Air Force Base in conjunction with our congressional delegation, the CCNS, and the Town of Truro. The desire to pursue this has been brought to the attention of the Town of Truro and our state representatives.

OTHER:

- Economic Development: worked with EDC on their grant program: gathered files and information, processed payment requests, produced award letters, and work with grantees in the process.
- Bas Relief: Worked with advisory group to complete the Master Conservation Plan for the Bas Relief with Town Meeting approving \$750,000 for implementation.
- Winthrop Street Cemetery: worked with DPW on completion of the final phases of the conservation plan including walkways, fencing, benches, and signage.

FY 2018 Goals

Community Housing Specialist Michelle Jarusiewicz

DRAFT 5/31/17

GOAL:

Work with the Community Housing Council, the Year Round Rental Trust, Staff, and the Community to continue to support the development of various tools to create year-round housing and seasonal workforce housing and preserve the availability of year-round and seasonal workforce housing; whenever possible identify and deploy tools to create or stem loss of year round housing in the existing market.

Strategies:

- Work with Town Manager, Staff, Community Housing Council, the Year Round Rental Trust, and the Community to accomplish housing development at various sites including at Harbor Hill and the VFW lot; and to explore housing development at Fire Station #2 and the police station on Shank Painter Road.
- Work with YRRT on Tenant selection and management plan for Harbor Hill and/or other properties.
- Work with Housing Authority to develop expansion plans for senior & family housing through the implementation of the CPA grant; including hiring a Development Consultant.
- Complete the third edition of the “Housing Playbook”.

- Implement Down Payment Assistance program.
- Work with staff to implement tenant's rights program
- Conduct outreach campaign for housing initiatives.
- Advocate with staff, businesses, and the community at large to consider the impact on housing when creating any development or other relevant decision.
- Discuss the possibilities for creation of workforce housing at the North Truro Air Force Base in conjunction with our congressional delegation, the CCNS, and the Town of Truro.

Economic Development:

GOAL:

Work with the Economic Development Committee, Staff, and the Community to continue to support the development of various tools to maintain and increase the population base and to "keep the lights on" in the winter.

- Work with Creative Commons on implementation including finalizing lease.
- Work with EDC on ED grants
- Work with advisory group and DPW to implement Bas Relief restoration in advance of 2020
- Work with business community and staff to evaluate the creation of dormitories for seasonal workforce housing.