

Provincetown Community Housing Council

Veterans Memorial Community Center ↻ 2 Mayflower Street
December 4, 2017

9:00 a.m.

Members Present: Paul Richardson, Elaine Anderson, Kristin Hatch

Excused: Susan Cook, Ron Irwin

Staff: Community Housing Specialist Michelle Jarusiewicz

Public Statements: none

FY 2019 Budget: Housing Specialist indicated that the Town Manager is proposing to fully fund the Housing Office within the Town's operating budget as discussed in the past. The current year has 50% funding. The primary result will be that those CPA funds – just over \$60,000 - could then be used for other housing activities. Member discussion included strong support but concern about any change in job description; members wanted to emphasize the continued need for staff support to the Housing Council and to Affordable Housing.

Paul Richardson MOVE in support of 100% of the Housing Office budget for FY 2019 be placed in the Town's general fund operating budget with the understanding that the Housing Office continue to provide significant staff support and management responsibilities for Community Housing Council and Affordable Housing as well as Community Housing and the Community Preservation Committee; Kristin Hatch second; approved 3-0.

Membership: continues to be one vacancy – possibly Housing Authority representative. Elaine was going to research as they may have selected new person Keith Hunt but it might be for the CPC or both.

CPA Application Funding Round: Applications are due by 12/21/17. General discussion about options to submit a CPA application under CPA for 50% of the Housing Office budget as backup should there be issues with it in the Town's budget. General debate about the pros and cons along with options; several members were against the option to submit a late CPA application. The preference was for a timely CPA application submission that could be withdrawn or reduced at a later date. Some discussion about how much – 25%? 50%? 100%

Kristin Hatch MOVE that the Community Housing Council submit a CPA application for 50% of the Housing Office budget contingent upon resolution of financing 100% of the Housing Office budget in the Town's General fund operating budget; Elaine Anderson second; approved 3-0.

The Housing Specialist indicated that the only other CPA consideration would be additional Down Payment & Closing Costs [DPCC] Assistance. Of the \$50,000 budget, one award of \$10,000 has occurred. Within the application cycle for the 2 new ownership units at Winslow Farms, about 6 have applied for the program as part of their application. So there may be 1 or 2 more awards, which would leave \$20,000 - \$30,000 in available funds. The funds can be used for any eligible unit; it does not have to be deed restricted unit. It is an important tool.

Kristin Hatch MOVE that the CHC recommend and support the CPA application for \$50,000 for DPCC program; approve 3-0.

Cape Housing Institute: 6 week free training session, Oct 11- Nov 16, Wellfleet, member discussion. Provincetown attendees included Tom Donegan/BOS, Louise Venden/BOS, Elaine Anderson/ CHC & HA, Rob Anderson/Housing Trust, and the Housing Specialist. Great opportunity for education on a complex issue –

Affordable Housing; well attended. Power Point slide shows are available online. Expect ongoing discussions about regional cooperation and activities.

Annual Report: due by 1/26/18: members agreed to have Paul Richardson draft with Housing Specialist providing some bullets of information.

UPDATES:

Winslow Farms: Housing Specialist received 6 applications for the two 1-bedroom ownership units. The Lottery will be 12/12/17 at 2:00 at the Library. Chair Susan Cook has agreed to assist with pulling the numbers.

Harbor Hill: The Town received one Architectural/Engineering proposal to the RFP by the due date of 10/12/17 from LDa. The Town received zero proposals for the RFP for Management Services. The Town is regrouping and exploring options.

Housing Authority: still waiting for waiver for Executive Director from DHCD; very frustrating. There is one vacancy at the Foley House; there is a waitlist.

Minutes:

Paul Richardson MOVE to accept minutes for 9/18/17 as amended; Elaine Anderson second; approved 2-0-1[KH].

Next Meeting: Monday, January 22, 2018 at 1:00 pm

Meeting adjourned at 2:21 am

*Submitted by:
Michelle Jarusiewicz, Community Housing Specialist*