

Provincetown Community Housing Council

Remote Meeting Town Hall ☞ 260 Commercial Street

October 26, 2020

12:11 p.m.

Members Present: Kristin Hatch, Paul Richardson, Susan Cook

Staff: Community Housing Specialist Michelle Jarusiewicz, Town Planner Thaddeus Soule

NOTE: THIS IS A REMOTE PARTICIPATION MEETING

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, the Governor's March 23, 2020 Order imposing strict limitation on the number of people that may gather in one place, and Chapter 53 of the Acts of 2020, this meeting of the Provincetown Community Housing Council will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Provincetown website, at <https://www.provincetown-ma.gov/>. For this meeting, members of the public who wish to listen and participate in the meeting may do so in the following manner:

To participate in this meeting, dial **(833) 579-7589**.

When prompted, enter the following Conference ID number: **718 462 931 #**

Public Statements: Thaddeus Soule complimented Housing Specialist for meeting set-up.

Agenda item #2 Membership:

The Community Housing Council currently has 3 members with 2 full member vacancies and 2 alternate vacancies. A quorum requires 3 members. Members discussed the need for new members and asked for status of appointing authority – has it evolved to the CHC? The Housing Specialist to contact the Town Clerk.

Agenda item #3 HPC Emergency Housing Request with Hadley Luddy, Mackenzie Perry, & Maggi Flanagan

ED Hadley Luddy described the Homeless Prevention Council annual request submitted in March for \$9,500 for emergency housing funds from the Affordable Housing Trust Fund [see below]. These funds typically provide one-time assistance along with case management to assist clients with an emergency along with access to other resources. The Housing Council has approved an average annual contribution of \$12,000 since 2006. Mackenzie and Maggi described some of their current efforts with residents. They are concerned that due to COVID, some people did not work as much as usual and either may not be eligible for unemployment or only for reduced amounts.

Ms. Hatch asked if they applied under the Human Service grant program. Yes, they do annually, but funds are different as those are used for administration while this request is for direct client service and not for admin. Ms. Hatch indicated that she personally has made more referrals to HPC this year.



There for our neighbors since 1991

Proposal To: Community Housing Council

Date: March 6, 2020

For: Provincetown Homeless Outreach and Stabilization

Amount Requested: \$9,500

Contact Name: Maggi Flanagan, Program Director

Telephone: (508)255-9667, x 11

Email: maggi@hpccapecod.org

- 1. Full name of organization: The Homeless Prevention Council (HPC)**
- 2. Brief description of organization:** Created in 1991, the Homeless Prevention Council's mission is to provide case management solutions to support self-sufficiency and stability in our community of Lower Cape Cod. Experienced Case Managers assist and connect clients with the resources they need and strive to prevent homelessness on the Lower Cape. Our ultimate goal is to empower and assist people to become stabilized in housing and attain self-sufficiency. HPC's current, unduplicated case load is over 800 cases per year and on average, 1700 unduplicated individuals annually. Comprehensive Case Management services are ongoing with on average annual outcomes of 45% stabilized, 40% needing longer term management and 15% in need of referrals to other agencies for additional or alternative services.
- 3. Description of project:** This project is directed at continuing a very successful outreach program on the Outer Cape, notably Provincetown, where sheltering services are not readily available. The **primary goal** is to assure temporary housing during the winter and periods of extreme weather, eliminating the long-held practice to sleep in the open when no affordable housing is available. We regularly engage with the homeless population in town, connecting them with services and ensuring they are accessing waitlists for housing specific to the chronically homeless. HPC works to prevent homelessness due to eviction and to provide rapid rehousing services when appropriate. In the current rental market, it is crucial to prevent the loss of housing whenever possible.

The **second goal** is to collaborate and partner with other agencies and non-profits in Provincetown to address housing gaps with creative solutions. HPC will help clients acquire documentation for those who are homeless or at risk of becoming homeless, so they can complete applications for food stamps, housing and health benefits, etc.

1. Assisting with applications for housing is ongoing as is making sure clients check and update their status on wait lists. Other needs such as clothing, counseling and help with personal issues will continue to be addressed by the HPC case manager using the Lower/Outer Cape network of services already in place.

HPC collaborates with the Soup Kitchen, Helping Our Women, PASG, Provincetown COA, the Navigator Program, and the Provincetown School. HPC also provides Resident Services with Community Housing Resource and The Community Builders to provide tenant services/case management to residents of their properties.

In addition, HPC offers case management services for Provincetown's Self Sufficiency Voucher Program. These contracts are an effort to help stabilize families and individuals in transition. It is also a vehicle to ensure families and individuals are receiving proper benefits and utilizing services appropriately. We are always looking for new ways to expand and formalize our working relationships in the Provincetown community.

4. Funding History: In 2019 HPC assisted a total of 126 households from Provincetown. Your generous grant of \$9,000.00 allowed us to provide financial assistance to 21 households, including 6 families and 15 individuals. Clients served were homeless or at risk of being homeless in the town of Provincetown, and funding allowed these individuals to remain in their own community and near family, friends, school and potential jobs. Throughout the year, HPC accessed an additional \$8,855 in funds from other resources to assist Provincetown residents in maintaining their housing. Our request of \$9,500 would go toward the need we anticipate this coming year for families and individuals in your community. There are already several clients in need of financial support who will benefit for continued funding.

5. Collaboration: The key collaborators in this project are the Homeless Prevention Council and the Town of Provincetown Community Housing Council. Our other collaborating partners within the town are aware of this fund and refer residents as needed.

Please let us know if you have questions or need more information and thank you for your continued support of HPC's efforts in Provincetown.

Maggi Flanagan
Program Director

FY 20 AHTF balance approximately \$606,000. Sources of funds for FY 20 include:

Inclusionary zoning	\$58,972
Land Bank	\$63,004
Donations	\$1,825
Interest	<u>\$3,293</u>
total revenue	\$127,094

FY 20 AHTF expended funds for FY 20 include:

HPC emergency assistance	\$10,671
HA Foley House Sprinkler	\$8,525
FTHB Scholarships	<u>\$320</u>
total expenses	\$19,516

Paul Richardson MOVE to approve HPC request for \$9,500 for emergency housing assistance from the Affordable Housing Trust Fund; Susan Cook second; approved 3-0 roll call vote:

*Paul Richardson: aye
Susan Cook: aye
Kristin Hatch: aye*

Housing Specialist Michelle Jarusiewicz indicated that there are other resources connected to COVID available now such as RAFT funds, that the Homeless Prevention Council is aware of and can connect people with.

Agenda #4 First Time Homebuyer Scholarship funds:

As part of the *Path to Homeownership*, the Housing Council has encouraged education to assist residents in preparing for the purchase of a home. This is a request for a minimum of \$500 from the Affordable Housing Trust Fund. \$1500 was previously approved and provided 22 scholarships; there is a \$75 balance with several pending requests in hand. Note that completing this class is highly recommended and often required for some homeownership opportunities such as our Down Payment & Closing Cost Assistance program.

Paul Richardson MOVE to approve \$1,000 for First Time Homebuyer class participation scholarships from the Affordable Housing Trust Fund; Susan Cook second; approved 3-0 roll call vote:

*Paul Richardson: aye
Susan Cook: aye
Kristin Hatch: aye*

Agenda #5: Housing update

Housing Authority: Kristin Hatch updated that Housing Authority received \$425,000 CPA . grant for acquisition of 46 Harry Kemp Way for expansion; with closing scheduled for Nov. 2nd. The HA is working with MHP on developing an RFP for a development consultant. Currently HA has over 3000 on the waitlist; it is a state-wide process; they have 2 turnover vacancies.

Harbor Hill: reached 100% full occupancy on Oct 7th; on Sept. 21st, Town Meeting approved \$594,557 for payment of FY 21 debt service. Ms. Hatch commented that a solution is needed for the Harbor Hill shortfall. Ms. Jarusiewicz stated that the shortfall was identified from the beginning. A Capital Needs Assessment was completed in March 2020 and the Trust has hired a financial consultant to consider options.

Town meeting also approved other CPA Housing requests including \$25,000 for Housing Office and \$15,000 for 2 years of Housing Institute

Ownership: 2 deed restricted 1-bedroom condo resales are nearing completion with 1 closing on Oct. 5th and the other closing scheduled for Oct. 22nd

Agenda #6 30 Shank Painter Road Inclusionary Development with Ed Roach:

The Housing Council considered 3 potential developments under inclusionary zoning on 12/12/19. Only 1 development at 30 Shank Painter has completely moved forward through the permitting process with Planning Board & Zoning Board; another is ongoing and one is not. Following several public hearings and public input, the overall scope and number of units were modified and reduced. Originally, the developers had proposed and presented a total of 13 units with 4 of them as community housing. Both the Planning Board and the Zoning

Board held many hearings and meetings and gathered public input. As a result, the overall scope and scale was reduced, the number of units reduced [including the community housing units], additional landscaping and set backs and other requirements were added [such as bike racks and dark sky compliant lighting]. Total units on-site are now 8, with one on-site as community housing and one unit off-site on Nelson Avenue as community housing for grand total of 9 units with 2 community housing units [22% which is greater than the required 16.67%]. The CHC recommended the community housing units be priced at 80% AMI with eligibility up to 100% AMI; both units will be deed-restricted. The expectation is that both units will be sold through my office [or one like it] with the same process as used for deed restricted resale units. The new constructed unit sale process would begin about 6 months out from expected completion and the existing unit could be done at same time or in advance. The exact sale prices will be determined at that time and are a function of area median income [could be 2021 numbers], interest rates, and condo fees.

NEW CONSTRUCTION
30 SHANK PAINTER RD
PROVINCETOWN, MA

ACROPOLIS
ARCHITECTURAL GROUP LLC
734-363-1147
1000 N. 9th St. Providence, RI 02909

NO.	DATE	REVISION

PROGRESS SET NOT FOR CONST.

FRONT ELEVATION

NO.	DATE	REVISION

A-6

1 FRONT ELEVATION
A-6 38'-11.0"

2 INSPIRATION
A-6 NOT TO SCALE

330 COMMERCIAL ST

476 COMMERCIAL ST

584 COMMERCIAL ST

4 CENTER ST

Ms. Hatch asked why did the other projects not move forward? She heard that the Nelson Avenue project is for sale as development opportunity with some preliminary work done permit process. Are there barriers in the process?

The December meeting did consider that both community units would be on-site. The Housing Council voted on certain targeted income levels.

Mr. Richardson asked if anything changed? Ms. Jarusiewicz said no but that there are different opportunities.

Ms. Hatch said that she had different understanding of the process; that the Housing Council had to approve the project. Ms. Jarusiewicz indicated that under new inclusionary zoning bylaws the Housing Council makes recommendations on the income levels. Town Planner referred to section 4180 of the zoning by-laws which requires the Planning Board to administer with section 8 having the Planning Board consulting with the Community Housing Council on the affordability. The Planning Board intended to leave the affordability up to the Housing Council.

Ms. Hatch mentioned that Assistant Town Manager David Gardner has a proposed amendment to clarify but due to the delayed annual town meeting zoning amendments were removed from the warrant.

Ms. Hatch was concerned with equity regarding that one of the community housing units was pre-existing and not new construction and off-site. Would it be of equal quality? The Town Planner referred to sections of the bylaw that speak to comparable units that are integrated; the bylaws do not speak to "equal quality."

Mr. Roach, part of the development team, said that he thought this was all worked out this past winter and spring with the many public hearings; substantive change could halt the purchase of the property scheduled for Friday. He thinks the unit at 36 Nelson is a great unit.

Ms. Hatch suggested they meet with the Planning Board. Ms. Jarusiewicz indicated that could happen in the future but pausing this process would jeopardize the project.

Members discussed various Area Median Income levels and the possibility of changing income thresholds. Ms. Jarusiewicz recommends that a mix of income levels should be offered overtime to provide maximum opportunities at various income levels. The Town just did 2 units at the 80% AMI Threshold. Discussion about 2 at 100% AMI.

Susan Cook MOVE to recommend community housing units under the inclusionary zoning development at 30 Shank Painter Road to be priced at 80% area median income and buyers to be eligible up to 100% area median income for the on-site unit and priced at 65% area median income and buyers to be eligible up to 80% area median income for the off-site unit on Nelson Avenue; Paul Richardson second, approved 3-0 roll call vote:

Paul Richardson: aye

Susan Cook: aye

Kristin Hatch: aye

Meeting adjourned at 1:33 pm

*Submitted by:
Michelle Jarusiewicz, Community Housing Specialist*