

# Provincetown Community Housing Council

Remote Meeting Town Hall ↻ 260 Commercial Street

**January 4, 2021**

**1:04 p.m.**

Members Present: Kristin Hatch, Paul Richardson, Susan Cook

Staff: Community Housing Specialist Michelle Jarusiewicz, Assistant Town Manager David Gardner

## **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: **368 341 758 #**

Quorum Roll Call:

**Kristin Hatch, Chair**            **aye**

**Paul Richardson**            **aye**

**Susan Cook**            **aye**

**Public Statements:** Doug Dolezal spoke to inclusionary zoning [IZ] and that he has always been a supporter and happy to see them fully embraced with 1 built, 2 pending, and others in the pipeline. There is a need to incentivize developers in order to create new buildings. Provincetown has small lots and must embrace and encourage new projects. He is an architect and worked with the Planning Board and others on IZ. In 2020, amendments to the bylaw were tabled due to COVID and will go to the next town meeting. He is concerned that it is oversimplifying, will diminish incentives, and eliminate residential districts. This can create unintended consequences. He would be happy to discuss with the CHC.

## **Agenda item #2 Membership & Re-Organization:**

The Community Housing Council currently has 3 members with 2 full member vacancies and 2 alternate vacancies. A quorum is 3 members; we need some new members and housing advocates. The CHC last voted on chair & vice-chair in July 2019. Ms. Jarusiewicz was not aware of any applications on file and is checking with the Town Clerk's office on applications and appointing authority. Ms. Hatch said that Housing Authority [HA] member Fran Coco, who is listening in to the meeting, is considering the HA rep position.

Paul Richardson nominated Kristin Hatch as Chair, Susan Cook second; approved 3-0.

Roll Call:

**Kristin Hatch**            **aye**

**Paul Richardson**            **aye**

**Susan Cook**            **aye**

Kristin Hatch nominated Paul Richardson as Vice-Chair, Susan Cook second; approved 3-0.

Roll Call:

<b>Kristin Hatch, Chair</b>	<b>aye</b>
<b>Paul Richardson</b>	<b>aye</b>
<b>Susan Cook</b>	<b>aye</b>

**Agenda item #3 Annual Town Report**

The annual town report for 2020 is due in January 2021. Chair Hatch agreed to write the report with members agreeing. Ms. Jarusiewicz to send some of highlights from her report. Ms. Hatch asked if we had a new Town Clerk yet? Ms. Jarusiewicz was unaware. Mr. David Gardner said that new appointee was starting 1/11/21.

**Agenda #4 286.5 Bradford St Development: with Jay Abbiuso**

Mr. Richardson asked if anything was different? The scope has been revised through the permitting process, but the developer is not asking for anything different.

The Housing Council considered 3 potential developments under inclusionary zoning on 12/12/19. The development at 286.5 Bradford Street is moving forward through the permitting process with Planning Board & Zoning Board. 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 12 units with 2 of them as community housing within 3 buildings that were triplexes and others, priced at 80% AMI with eligibility up to 100% AMI with not more than 1 community unit at ground level. The revised scope has 12 units with 2 of them as community housing, the scope of each building has been changed [triplexes to duplexes...]. 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. 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.

Members discussed area median income [AMI] eligibility and pricing tiers. For example, priced at 80% AMI with eligibility up to 100% AMI.

Paul Richardson MOVE to re-affirm the 2019 vote approving units at 80% AMI with eligibility up to 100% AMI, Susan Cook second; approved 3-0.

Roll Call:

<b>Kristin Hatch</b>	<b>aye</b>
<b>Paul Richardson</b>	<b>aye</b>
<b>Susan Cook</b>	<b>aye</b>

Jay Abbiuso thanked them and indicated that he appreciated their support.



### Agenda #5: CPA Applications

Ms. Jarusiewicz described the Housing CPA applications submitted by December 30<sup>th</sup>. At this time, the Housing Specialist must determine if she has all applications as they could be submitted in hand, by mail, or electronically. To date, there are 4 housing applications:

activity	submitted by	amount	comments
Housing Office	Housing Office	\$28,008	[25% CPA & 75% Town]
Homeownership Assistance	Housing Office	\$100,000	Forgivable loan up to \$5,000 for eligible owners for rehab/ code correction
Affordable Housing Trust Fund	Housing Office	\$100,000	Transfer of CPA housing funds for future use
Cape Cod 5 development in Orleans	Pennrose	\$100,000	40B application for 62 rental units

Members discussed applications including condo assessments for deed restricted units. Mr. Richardson said that it is law based on percent ownership. Ms. Hatch pointed out that the CHC had previously discussed the potential for CPA funds being transferred into the Affordable Housing Trust Fund [AHTF] which currently has about \$600,000 and receives funds from IZ and other places. Eligible activities can be funded from the AHTF without returning to Town Meeting. It is more flexible. Ms. Jarusiewicz said that Annual Town Meeting is currently scheduled for 4/5/21 but could be later due to COVID.

### Agenda #6: Growth Management Annual Allocation

The Annual Growth Management report required by Section 6600(3) of the Provincetown Zoning Bylaw requires a Public Hearing by the Select Board to be held in February 2021. The Annual Report evaluates the effects of growth on our resources over the past year, including but not limited to potable water supply, solid waste disposal, wastewater disposal, and the inventory of affordable housing.

Annually, during the Growth Management Review, the Board of Selectmen may allocate up to a specified number of gallons per day (gpd) for each of Categories 1, 2, 3, and 4, provided that the Board of Selectmen shall have made a finding that the Town is in compliance with the water withdrawal permit issued by the Department of Environmental Protection (“DEP”) pursuant to 310 CMR 36.00 and all applicable rules and regulations promulgated by DEP with respect thereto. The Selectmen shall have the flexibility with the General Use Category 1 to distribute up to the specified gallons [1650] amongst the Use Categories 1a, 1b, and 1c based on the recommendation of the Provincetown Community Housing Council. See balances below.

Mr. Richardson asked if much has changed in last year. Mr. Gardner said that not a lot has changed. 2020 was a difficult year with many developments delayed and resurrecting now. Traditionally the gallonage has been divided evenly in three.

Paul Richardson MOVE to recommend divide the available gallons evenly into three categories as done historically, Susan Cook second; approved 3-0.

Roll Call:

<b>Kristin Hatch</b>	<b>aye</b>
<b>Paul Richardson</b>	<b>aye</b>
<b>Susan Cook</b>	<b>aye</b>

12/30/20	<b>Category 1a Affordable: low/moderate Income Up to 80% AMI</b>	<b>Category 1b Median Income  Up to 100% AMI</b>	<b>Category 1c Middle Income  Up to 150% AMI</b>
Previous Year Carryover	9,134	7,903	7,861
Gallons assigned	550	550	550
Beginning balance	9,684	8,453	8,411
Harbor Hill		(110)	
30 Shank Painter		(220)	
<b>Remaining Balance</b>	<b>9,684</b>	<b>8,123</b>	<b>8,411</b>
Approximate equivalent	88 bedrooms	73 bedrooms	76 bedrooms
<b>Option:</b>			
Potential 2021 addition	+ 550	+ 550	+ 550
<b>New balance</b>	<b>10,234</b>	<b>8,673</b>	<b>8,961</b>
Approximate equivalent	93 bedrooms	78 bedrooms	81 bedrooms

### Agenda #7: Housing update

Housing Authority: received \$425,000 CPA grant for acquisition of 46 Harry Kemp Way for expansion; closing happened on Nov. 2<sup>nd</sup>. Ms. Hatch said that the Housing Authority is working on a Request for Proposals for a development consultant and expect to issue in early January.

Ownership: Ms. Jarusiewicz described recent resale activity of deed restricted units including 2 deed restricted 1-bedroom condo resales completed with 1 closing on Oct. 5<sup>th</sup> and the other closing on Dec 18<sup>th</sup>. Another unit at 6 Sandy Hill Lane #11 [\$226,044] is currently being advertised for resale with open house on January 9<sup>th</sup> and applications due by February 18<sup>th</sup>

Harbor Hill: Ms. Jarusiewicz indicated that Harbor Hill remains at 100% occupancy. Ms. Hatch asked if it is operating in the red? Ms. Jarusiewicz stated that from the beginning it was known that there would be a financial gap between receipts and expenses and considered potential future sources such as the marijuana tax and the short-term rental tax revenue as possible sources of ongoing funds. Ms. Hatch stated that the CHC is impacted by Harbor Hill and that every dollar for Harbor Hill takes money away from affordable housing.

VFW: Ms. Hatch inquired about the status of the VFW site? Ms. Jarusiewicz said that she has not heard of any movement. Ms. Hatch asked how can members of the CHC move this along? We have the land; perhaps the CHC can submit its own article to town meeting for the Jerome Smith Lot. Mr. Richardson thought that it was difficult to get either done without a plan for both lots.

### Agenda #8: Minutes: 1/16/20 & 10/26/20

Kristin Hatch MOVE to approve the minutes of 1/16/20, Paul Richardson second; approved 3-0. Roll Call:

<b>Kristin Hatch</b>	<b>aye</b>
<b>Paul Richardson</b>	<b>aye</b>
<b>Susan Cook</b>	<b>aye</b>

Kristin Hatch MOVE to approve the minutes of 10/26/20, Susan Cook second; approved 3-0.

Roll Call:

<b>Kristin Hatch</b>	<b>aye</b>
<b>Paul Richardson</b>	<b>aye</b>
<b>Susan Cook</b>	<b>aye</b>

Next meeting: 1/25/21 at 1pm?

Meeting adjourned at 2:25 pm

<b>Kristin Hatch</b>	<b>aye</b>
<b>Paul Richardson</b>	<b>aye</b>
<b>Susan Cook</b>	<b>aye</b>

*Submitted by:  
Michelle Jarusiewicz, Community Housing Specialist*