

Provincetown Co
Community Housing Council
Veterans Memorial Community Center ↻
2 Mayflower Street
August 12, 2019

1:20 p.m.

Members Present: Keith Hunt, Paul Richardson, Kristin Hatch

Staff: Community Housing Specialist Michelle Jarusiewicz

Public Statements: None

Membership: Member Susan Cook has been absent due to medical issues. She still wants to continue as a member. Two alternate positions remain open and need to check on status of appointing authority with Town Clerk and the status of CPC rep. There is a need to recruit new members.

Buy-Down Program: Previously approved at Town Meeting, \$175,000 of Community Preservation Act funds will go towards one eligible homebuyer, in compliance with the Buy-Down Program. A flyer and application have been drafted, to help promote this program to provide information to the community. It is estimated that the program will begin advertisement in September, with applications and required documentation due in October. After this deadline, eligible applications received will be placed into a lottery, in which the number one pick will then have a limited amount of time to find a home that meets qualifications for purchase. The house will then become deed restricted in perpetuity. Ms. Jarusiewicz distributed outreach materials and timeline. Members discussed and made edits including 90 days to P&S, add language to update Town every 2 weeks, add language that at time of resale it would not be at market rate.

Paul Richardson MOVE to approve the Buy-Down documents and schedule as amended; Keith Hunt second; approved 3-0.

Updates:

Community Housing Specialist Michelle Jarusiewicz: **8 Hensche Lane Resale:** closing scheduled for 8/19/19.

Harbor Hill Renovation:

Buildings #4, #6, & #7:

NEI began construction on Monday, July 29th. NEI laid the sewer line for Building #7, connected it to the street stub, pumped out the tanks, filled, and abandoned them in place. NEI laid the sewer line for Building #4, connected it to the street stub, other work to be done next week. Pavement patching to be done.

Building #5: hazardous materials – bleach, detergent, paint... removed from basement to haz-mat cleanup location; rough cleaning in basement; moved shelves and deck furniture from storage area in B#7.

Rent-up:

Building #5: 6 units: 4 occupied. Available: 1-bedroom & 3-bedroom unit; NEI lease for unit 5-22 is complete for \$2,000/month and has been reserved following their departure for February 1st. Several new applications in hand.

Processing of applications:

CDP David Abel is now processing all applications.

Financial: a meeting with CDP staff and Finance Department was held on Wednesday, July 31st. Attendees discussed standard operating procedures, accounts, etc.

Events: September 17th & November 13th: Forums on Housing Development at VFW & 26 Shank Painter Rd.

Cape Housing Institute: Six Wednesdays beginning October 2nd.

Housing Authority: Ms. Hatch indicated that 3 bids were received for septic upgrades. They are revisiting expansion efforts and continue to conduct improvements.

Other:

Ms. Hatch suggested that the CHC should submit a CPA application for funds to be transferred to the Affordable Housing Trust Fund; perhaps \$25,000 - \$50,000; other Towns like Wellfleet do it.

Minutes:

Paul Richardson MOVE to approve minutes for 7/15/19, 1/14/19, 6/18/18, and 5/16/18 as presented, seconded by Keith Hunt and approved 3-0.

Next Meeting: 9/9/19 @ 1pm

Meeting adjourned at 2:01 pm

*Submitted by:
Michelle Jarusiewicz, Community Housing Specialist*