

# Provincetown Community Housing Council

Caucus Hall, Town Hall ↻ 260 Commercial Street

**July 19, 2021**

**1:00 p.m.**

Members Present: Paul Richardson, Austin Miller, Kevin Moss, Michael Litvin

Excused: Kristin Hatch

Staff: Community Housing Specialist Michelle Jarusiewicz

Pursuant to Chapter 20 of the Acts of 2021, this meeting will be conducted **in person** and as a courtesy via remote means, in accordance with applicable law. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law.

Joining the Meeting:

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**Phone: Or call in (audio only) (833) 579-7589** Phone Conference ID: 835 104 116 #

**To Participate during public comment:**

- Teams: Raise hand to be called on to speak.
- Phone: Speak name clearly to be called on to speak.

**Please do not speak again until acknowledged by Chair or meeting moderator.**

- Keep your phone muted at all times when not talking (\*6 to mute & unmute your phone)
- Do not use speakerphone, Bluetooth devices (speakers or headphones)
- Mute all background noises, including PTV, television or computer and use only phone audio.

**Agenda 2: Homeowner's Assistance Pilot Program:** tabled until future agenda

### **Agenda 3: Community Housing Programs & Resources Outreach:**

There are three basic areas including homeowners, renters, and interest in homeownership. Members discussed draft Homeowner's flyer. Mr. Miller suggested adding language regarding making donations on tax bill. He also noted that, for ADUs, it isn't just capacity on property septic system but may need separate chamber. Mr. Richardson suggested adding language regarding tax exemption percentage. Need to double check HUD numbers. Members also suggested adding links at the CHC website. Members Miller and Moss agreed to review and make recommendations.

### **Agenda 4:**

FY2022 Draft Town-Wide Goals *[excerpts from Select Board agendas]*

1. Housing: Support and incentivize the development of decent, safe year-round housing for low and middle-income households, and support the development of housing for seasonal and

year-round worker housing. Pursue housing policies and programs that support job creation and the year-round economy.

Objectives:

- a. Support community and affordable housing development at 3 Jerome Smith Road (former VFW site).
- b. Support the Housing Authority's expansion efforts.
- c. Address housing insecurity in Provincetown.
- d. Support the proposed Barracks project and other workforce housing proposals.
- e. Revisit inclusionary and incentive bylaw updates to increase affordable housing.
- f. Take an inventory of all Town-owned properties and public facilities to assess the possibility of developing housing on vacant land or converting existing spaces into seasonal and year-round community housing.
- g. Prioritize town infrastructure to support increased density to meet our housing goals.
- h. Expand Accessory Dwelling Units to seasonal occupancy to help meet workforce housing goals with infill development.

#### FY2022 Draft Town Manager Goals & Internal Goals

##### 1. Support and promote Housing Development

- a. Review/align regulations to incentivize housing and not inhibit growth.
- b. Identify developer for VFW and consider purchasing adjacent property to increase density and scope of project.
- c. Explore ways for the Town to support the Maushope expansion.
- d. Do inventory of town-owned properties and facilities to explore housing development opportunities.
- e. Explore creative solutions to seasonal worker housing crisis in advance of the 2022 season.

#### **Memo To: Select Board**

From: Alex B. Morse, Town Manager

Date: June 24, 2021

Re: Town Goals/Select Board Goals and Town Manager Goals, and review of Departmental Goals for FY22, 23 and 24

Over the past several years, the Town has made tremendous strides in its strategic planning efforts, with the Housing Playbook, UMass Dartmouth Housing Needs Analysis, Camoin Housing Strategies Plan, Coastal Resilience/Infrastructure Vulnerability Assessment, Hazard Mitigation Plan, Municipal Vulnerability Preparedness Plan, and Camoin Community Development Action Plan all now in place. Other plans, such as the Open Space and Recreation Plan and our Local Comprehensive Plans are currently being updated. Keeping all of those in mind, we are resuming the Select Board's annual goal setting process in order to thoughtfully coordinate all of these initiatives, better integrate our collective efforts across the organization, and clearly identify consensus priority goals. Included in this packet are a number of suggested town-wide goals, with objectives, as well as goals related but specific to the Town Manager and internal operations, as well as intradepartmental goals.

The process began with the solicitation of goals from all Department Heads and other staff regarding what they see as key areas of concern, need, and opportunity for the Board and/or other Town entities to consider over the next three years. This input is primarily focused on operational goals, but also includes projects/initiatives that have policy implications. I have aggregated all of the submissions from Department Heads, and to help expedite this process, I have extracted several as

priorities for town-wide goals and have included draft town-wide goals for your review. I have also included the submissions from each department head so that you can see the breadth and depth of our internal goals.

The proposed town-wide goals is a summary document for the Board's consideration for adoption. Once formally adopted, the FY22 goals would be distributed to Department Heads and Town boards/committees. It could also be posted on the homepage of the Town's website and to social media accounts.

#### *FY2022 Draft Town-Wide Goals*

*1. Housing: Support and incentivize the development of decent, safe year-round housing for low and middle-income households, and support the development of housing for seasonal and year-round worker housing. Pursue housing policies and programs that support job creation and the year-round economy.*

##### *Objectives:*

*a. Support community and affordable housing development at 3 Jerome Smith Road (former VFW site).*

*b. Support the Housing Authority's expansion efforts at Maushope and encourage higher number of new units in project.*

*c. Address housing insecurity in Provincetown*

*1. Create a Buy Down Program for those seeking to purchase market rate condos to make the unit affordable.*

*2. Renew the down payment assistance program with a higher qualifying amount.*

*3. Purchase deed restrictions using CPA funds to secure multi-family units as rentals.*

*4. Improve public awareness of Town programs which support housing security for existing residents.*

*d. Support the proposed Barracks project and other workforce housing proposals.*

*e. Capture new short-term rental revenue collected in FY21 and FY22 for housing by transferring funds into a newly created Housing Stabilization Fund/Housing Crisis Fund.*

*f. Consider increasing the percentage of the year-round residential tax exemption*

*g. Revisit inclusionary and incentive bylaw updates to increase affordable housing.*

*h. Work alongside business community to assess seasonal housing needs and collaborate on solutions for Summer 2022 and beyond.*

*i. Take an inventory of all Town-owned properties and public facilities to assess the possibility of developing housing on vacant land or converting existing spaces into seasonal and year-round community housing.*

Mr. Richardson suggested that the CHC should submit a CPA application for more funds to be transferred to the Affordable Housing Trust Fund. Ms. Jarusiewicz stated that the CPA application cycle is typically in the fall with due date at the end of December.

Mr. Miller, who is also member of the Year Round Market Rate Rental Housing Trust [Trust], stated that the Trust meets the next day and a top priority is the short term rental tax. Mr. Richardson pointed out that the Trust debt service is now in the general fund. Mr. Miller pointed out that there will be future capital improvements and potential new acquisition that will require funding. Ms. Jarusiewicz noted that the Select Board is also considering a new Housing Stabilization Fund. Mr. Miller indicated that there is not sufficient dialogue between the Select Board, Town Manager, CHC, and others. There has not been an opportunity for meaningful input. Mr. Moss suggested potential agenda item with Select Board.

Kevin Moss MOVE to request a representative from the Town Manager's office to participate in one of our next meetings to discuss housing goals and how to better coordinate with them; Austin Miller second; approved 4-0.

Members discussed process and potential for joint meeting with Select Board and Year Round Market Rate Rental Housing Trust. Perhaps first meet with the Trust.

Kevin Moss MOVE to request a joint meeting with the Year Round Market Rate Rental Housing Trust; Austin Miller second; approved 4-0.

Kevin Moss MOVE to request a future agenda item with the Select Board to discuss input from the CHC on the housing goals as promulgated by the Select Board and the opportunity for the CHC to have ongoing input into housing goals Austin Miller second; approved 4-0.

General discussion of strategies including why create the stabilization fund while we already have 2?

Kevin Moss MOVE to ask the following of the Town Manager's office:

- What is the definition of the Housing Stabilization Fund?
- What is the reasoning for creating an additional housing fund beyond the two that already exist, i.e. the Affordable Housing Trust Fund and the Year Round Market Rate Rental Trust Fund?

Austin Miller second; approved 4-0.

Members discussed the past ATM Article for inclusionary zoning amendment which was withdrawn. Is the Town planning on going forward? Mr. Miller asked about the payment in-lieu numbers? Enough incentive?

Members discussed the seasonal worker housing issue. Martha's Vineyard AHTF has partnered with businesses and receive donations. DO we have data? Ms. Jarusiewicz stated that few years ago there was about 1000 international seasonal workers with about half J1 student visas and half H2B worker visas.

**Agenda 5: VFW RFP:** CHC Team Representative discussion. Michael Litvin has withdrawn consideration.

Austin Miller MOVE that the Community Housing Council send the following members for nomination for the VFW RFP Review Team - Austin Miller and Kristin Hatch; Michael Litvin second; approved 4-0

**Agenda 6: OTHER:**

30 Shank Painter Rd #102 Community Housing unit for sale with applications due 9/27/21

**Agenda 7: Minutes** Austin Miller MOVE to approve the minutes for 6/28/21; Michael Litvin second; approved 4-0.

**Agenda 8:** next meeting Monday, August 23, 4:00 pm, note that if the Town Manager wants to meet sooner, we are flexible.

Austin Miller MOVE to adjourn at 2:46 pm; Michael Litvin second; approved 4-0.

*Minutes submitted by Housing Specialist Michelle Jarusiewicz*