

Provincetown Community Housing Council

Caucus Hall, Town Hall ↻ 260 Commercial Street

JANUARY 24, 2022

4:04 p.m.

Members Present: Fran Coco, Kevin Moss

Members remote: Austin Miller, Paul Richardson (4:07), Michael Litvin

Staff: Community Housing Specialist Michelle Jarusiewicz [in-person], Town Manager Alex Morse [in-person], Assistant Town Manager David Gardner [remote]

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.

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To Participate during public comment:

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- 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 #1: Public Statements: none

Agenda #2: Funding sources for housing including room tax allocation and other potential town meeting articles

The Town Manager presented the potential revised Room Tax Receipts and re-allocation percentages as outlined in his emails with 30% of overall receipts for housing estimated at \$1.4 million. This is not the only housing funds available. The Select Board and the Year Round Market Rate Rental Trust Board voted unanimously to support. There will be follow-up on the other articles proposed for town meeting.

From: Alex Morse <amorse@provincetown-ma.gov>

Sent: Tuesday, December 28, 2021 2:34 PM

To: David Abramson <dabramson@provincetown-ma.gov>; Leslie Sandberg <lsandberg@provincetown-ma.gov>; John T. Golden <jtgolden@provincetown-ma.gov>; Louise Venden <lvenden@provincetown-ma.gov>; Robert Anthony <ranthony@provincetown-ma.gov>; Austin Miller <austin.d.miller@gmail.com>; cassandra benson <cassbenson@me.com>; Doug Cliggott <dcliggott@gmail.com>; Fran Coco <fmcoco@aol.com>; Kristin Hatch (kristinhatch@gmail.com) <kristinhatch@gmail.com>; kevinmoss@yahoo.com; Michael Litvin <ml148@aol.com>; Nathan Butera <nathanbutera@mac.com>; Paul Richardson

(pmrlawyer@aol.com) <pmrlawyer@aol.com>

Cc: David Gardner <dgardner@provincetown-ma.gov>; Michelle Jarusiewicz <mjarusiewicz@provincetown-ma.gov>; Elizabeth Paine <epaine@provincetown-ma.gov>

Subject: Rooms Occupancy Tax Update

Good afternoon Select Board, Community Housing Council, and Year-Round Market Rate Rental Housing Trust members:

I am writing to provide an update on Rooms Occupancy Tax revenues for Quarter 2 (August, September and October overnight stays), that will be deposited with the Town this coming Friday 12/31. See attached with numbers provided by the Department of Revenue. We also added the breakdown between short-term rentals and traditional lodging.

At our last housing workshop, I recommended that we wait for this Q2 number before we ultimately reach consensus on an updated formula that would dedicate significant funds to housing. I'm excited to share that the December payment is in the amount of **\$2,246,400**. Combined, Quarter 1 and Q2 for FY22 already total **\$4,126,00.63**. If we use 2-year averages for Q3 and Q4, we would be looking at a total of around \$4.7M in rooms tax revenue in FY22.

At our first housing workshop, I used an estimate of \$3.4M for FY22, based on the fact that Q1 for FY22 was slightly down from Q1 in FY21. However, this new Q2 payment is very encouraging. We do need to keep in mind the impact that COVID could have in the coming months and/or years, as the ups and downs have been largely unpredictable, as well as the uptick in property conversions to single-family homes. But given the trends we are seeing I believe we can assume a larger revenue estimate for the purpose of planning for the reallocation in advance of Town Meeting in April. At this time, I feel comfortable using **\$4.7M** as an estimate, which allows us to more accurately project funds for the different categories.

I don't necessarily think we need to reconvene the three boards to revisit what we discussed a couple of weeks back. However, I do plan on attending upcoming meetings of the Community Housing Council, the Year-Round Market Rate Rental Housing Trust, and of course, the Select Board, to follow up on this email and present an updated scenario/spreadsheet similar to what I showed at the last workshop. My hope is that each board vote to adopt the recommendation and proposed formula, and we then shift our efforts to communicating with the public about the reallocation article and the other housing articles we already agreed on.

Please let me know if you have any comments or questions. Thank you all for your dedication and partnership on this important work.

Happy New Year!

Alex

Alex B. Morse, Town Manager (*he, him*)

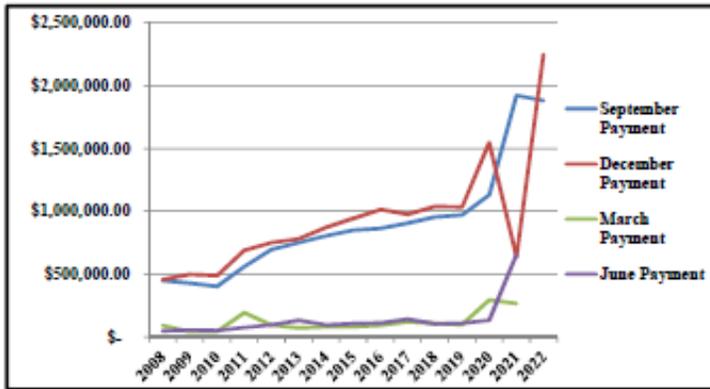
Town of Provincetown

508-487-7002

amorse@provincetown-ma.gov

Rooms Occupancy Tax: Fiscal Years 2008 - 2022

Fiscal Year	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Fiscal Year Total	% Change
	September Payment	December Payment	March Payment	June Payment		
2008	\$ 449,645.00	\$ 455,940.00	\$ 91,411.00	\$ 48,002.00	\$ 1,044,998.00	N/A
2009	\$ 429,018.00	\$ 497,247.00	\$ 41,718.00	\$ 54,745.00	\$ 1,022,728.00	-2.13%
2010	\$ 402,379.00	\$ 487,903.00	\$ 44,754.00	\$ 50,144.00	\$ 985,180.00	-3.67%
2011	\$ 560,266.00	\$ 688,759.00	\$ 193,168.00	\$ 75,405.00	\$ 1,517,598.00	54.04%
2012	\$ 694,685.00	\$ 749,600.00	\$ 95,434.00	\$ 96,199.00	\$ 1,635,918.00	7.80%
2013	\$ 751,022.00	\$ 780,503.00	\$ 73,062.00	\$ 132,389.00	\$ 1,736,976.00	6.18%
2014	\$ 803,236.00	\$ 870,207.00	\$ 82,101.00	\$ 96,341.00	\$ 1,851,885.00	6.62%
2015	\$ 849,508.00	\$ 942,922.00	\$ 80,944.00	\$ 106,894.00	\$ 1,980,268.00	6.93%
2016	\$ 863,927.00	\$ 1,014,238.00	\$ 92,980.00	\$ 111,392.00	\$ 2,082,537.00	5.16%
2017	\$ 904,588.00	\$ 974,980.00	\$ 122,425.00	\$ 140,876.00	\$ 2,142,869.00	2.90%
2018	\$ 953,606.00	\$ 1,038,399.00	\$ 108,009.00	\$ 105,767.00	\$ 2,205,781.00	2.94%
2019	\$ 969,731.00	\$ 1,033,334.91	\$ 97,238.51	\$ 109,202.10	\$ 2,209,506.52	0.17%
2020	\$ 1,129,931.97	\$ 1,545,897.66	\$ 295,133.51	\$ 134,362.30	\$ 3,105,325.44	40.54%
2021	\$ 1,921,013.50	\$ 637,545.77	\$ 266,827.94	\$ 652,652.70	\$ 3,478,039.91	12.00%
2022	\$ 1,879,600.63	\$ 2,246,400.00			\$ 4,126,000.63	TBD



Amounts Received Split-By-Use for FY2022:		
Tourism Fund	35%	\$ 1,444,100.22
General Fund	27%	\$ 1,114,020.17
Capital Stabilization Fund	25%	\$ 1,031,500.16
Sewer Fund	13%	\$ 536,380.08
FY22 Total		\$4,126,000.63

Traditional vs. Short-Term Rooms Tax			
Payment Date	Short-Term Rentals	Traditional Lodging	Total
FY2021 - Q1	\$1,194,680	\$726,334	\$1,921,014
FY2021 - Q2	\$237,257	\$400,289	\$637,546
FY2021 - Q3	\$178,885	\$87,943	\$266,828
FY2021 - Q4	\$442,601	\$210,051	\$652,652
FY2022 - Q1	\$668,355	\$1,211,246	\$1,879,601
FY2022 - Q2	\$1,020,432	\$1,225,968	\$2,246,400

Payment Timing			
FY Quarter	Months Tax Assessed by Establishments	Months Tax Revenue Collected by DOR	Distribution Date
Quarter 1	May, June, July	June, July, August	September 30th
Quarter 2	August, September, October	September, October, November	December 31st
Quarter 3	November, December, January	December, January, February	March 31st
Quarter 4	February, March, April	March, April, May	June 30 th

Revised numbers from Town Manager 1/10/22:

*****FOR DISCUSSION PURPOSES ONLY***
TOWN OF PROVINCETOWN
ROOMS TAX ANALYSIS**

YEAR	ROOMS TAX	35%		24%		27%		18%		25%		18%		13%		10%		30.0%	
		Current	Tourism	Proposed	Tourism	Current	General Fund	Proposed	General Fund	Current	Capital Stabilization	Proposed	Capital Stabilization	Current	Sewer	Proposed	Sewer	Proposed	HOUSING
FY16	1,980,268	693,094		534,672		495,067		257,435		270,730		278,573		287,236					
FY17	2,082,537	728,888		562,285		535,717		270,730		278,573		287,236		403,692					
FY18	2,142,869	750,004		578,575		596,567		278,573		287,236		403,692		452,145					
FY19	2,209,507	773,327		596,567		838,438		287,236		403,692		452,145		611,000					
FY20	3,105,325	1,086,864		838,438		939,071		452,145		611,000		846,000		611,000					
FY21	3,478,040	1,217,314		939,071		1,269,000		611,000		846,000		846,000		611,000					
Est	4,700,000	1,645,000		1,128,000		1,269,000		846,000		846,000		846,000		611,000					1,410,000
FY22																			
Increase over FY19		871,673		354,673		672,433		249,433		293,623		293,623		323,764					1,410,000

FY	Tourism Budget	CAP STAB Transfers for CIP	FY22 Short-term Revenue Projection				Funds available to housing with new plan		
			Q1	Q2	Q3 projection	Q4 projection	Funds for housing next 12 mos	*proposed new community impact fee for managed units	
FY2016	630,000	520,634	668,355	1,020,432	175,000	425,000	100% CIF*	\$1,410,000	
FY2017	665,000	535,717	668,355	1,020,432	175,000	425,000	100% CIF*	\$590,000	
FY2018	700,000	551,445	668,355	1,020,432	175,000	425,000	100% CIF*	\$500,000	
FY2019	750,000	552,377	668,355	1,020,432	175,000	425,000	100% CIF*	\$314,000	
FY2020	750,000	776,331	2,288,787						
FY2021	705,000	706,347							
FY2022	915,000	741,651							
FY2023	960,000								

Austin Miller MOVE to support the re-allocation of the room tax receipts as presented by the Town Manager at 30% for housing; Kevin Moss second; approved by roll call vote 5-0.

Austin Miller	aye	Kevin Moss	aye
Paul Richardson	aye	Fran Coco	aye
Michael Litvin	aye		

Agenda #3 Growth Management Housing allocation:

Ms. Jarusiewicz briefed members on the annual recommendation for the Select Board regarding housing gallons. Given the upcoming developments at 3 Jerome Smith [aka VFW site] and the Housing Authority, it is expected that a majority [but not all] of the units will be in the up to 80% AML range, so Option 1 is recommended. Note these are based on bedrooms, not on units. Members discussed existing balances and numbers and confirmed that the existing allocations and leftover remain in categories.

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 2022. 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 Select Board may allocate up to a specified number of gallons per day (gpd) for each of Categories 1, 2, 3, and 4, provided that the Select Board 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 Select Board 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.

Article 6 – Growth Management By Law [excerpt]

Section 6100 Purpose

The purpose of this Article is to maintain the rate of development in the Town at a level which will allow the Town to provide in a planned and rational manner adequate public services and facilities to meet the needs of its current and future population without overburdening the Town's natural resources or the capacities of existing and planned public facilities, particularly with respect to provision of potable water, wastewater disposal, and solid waste disposal. The regulations provided in this Article are designed to effectuate the purposes of zoning in : - facilitating adequate provision of water, drainage, sewerage, and other public health safety and welfare requirements; - protecting and enhancing the character of the community and its historical and natural resources; and - ensuring that the rate of development does not overly burden the capacity of the Town to absorb the costs of meeting water, sewerage and waste disposal service demands in light of both fiscal constraints and limited availability of natural resources; while at the same time, encouraging affordable housing development and year-round economic development, and minimizing hardship to persons of limited incomes who live, or may choose to live, in the town.

Section 6400 Priorities

Growth Management Allocation Permits shall be issued on the basis of the order of use priorities listed within each General Use Category in the following Table, and within each use priority in order of the date of the completed applications. The first listed use within each General Use Category shall be the highest use priority within that General Use Category.

Section 6500 Table of Use Categories and Priorities

GENERAL USE CATEGORY 1

- 1a. Affordable Housing Units
- 1b. Median Income Community Housing Units
- 1c. Middle Income Community Housing Units

GENERAL USE CATEGORY 2

The non-affordable/community housing components of project consisting of:

- 2a1 Multi-family dwellings projects that consist of 50%-99% affordable housing and/or community housing
- 2a2 Two-family dwellings projects that consist of 50%-99% affordable housing and/or community housing
- 2a3 Single-family dwelling projects that consist of 50%-99% affordable housing and/or community housing
- 2b1 Multi-family dwelling projects that consist of 33%-49.9% affordable housing and/or community housing
- 2b2 Two-family dwelling projects that consist of 33%-49.9% affordable housing and/or community housing
- 2b3 Single-family dwelling projects that consist of 33%-49.9% affordable housing and/or community housing
- 2c. The creation of any deed-restricted, year-round rental unit or units, including accessory units
- 2d1 Any project that consists of 20%-32.9% affordable and/or community housing units; gallons shall be allocated in phases so that 1/2 of the total gallons are allocated the first year after a Special Permit is granted under the Inclusionary and Incentive Zoning Bylaw, and the remainder are allocated the second year
- 2d2 Any project that consists of 10%-19.9% affordable and/or community housing units; gallons shall be allocated in phases so that 1/3 of the total gallons are allocated the first year after a Special Permit is granted under the Inclusionary and Incentive Zoning Bylaw, the second 1/3 are allocated the second year and the remainder are allocated the third year

GENERAL USE CATEGORY 3

- 3a. Expansions or alterations to existing residential structures or uses that result in increased Title 5 flow, not to exceed the Title 5 Design Flow pursuant to 310 CMR 15.203(2). A total of 330 gallons per year will be reserved for one bedroom per year per applicant.
- 3b. Single-family dwelling on one lot;
- 3c. Two-family dwelling on one lot; two single-family dwellings on one lot;
- 3d. All other market rate residential projects without affordable housing components that result in increased Title 5 flow, except that no one applicant may gain access to 65% of allowable growth within this category within any given year.

GENERAL USE CATEGORY 4

- 4a Projects that receive an Economic Development Permit
- 4b Non-Profit or Community Service Uses which meet a critical community need as determined by the Select Board
- 4c Boarding, Lodging or Tourist Homes, Hotel, Motel, Inn, Camp, Cabin, Dormitory Housing
- 4d All other non-residential uses, expansions or alterations to existing structures or uses and any change in use or increase in posted occupant load that results in increased Title 5 Design Flow.

Zoning By-Law Definitions:

Affordable Housing Dwelling units subject to affordable housing restrictions based on the Barnstable County median income as is periodically defined by United States Department of Housing and Urban Development adjusted for household size, as further defined below.

(a) **Low Income Community Housing.** Dwelling units, subject to an affordable housing restriction, for a term of perpetuity or the longest period allowed by law, that limits rental rates, limits eligibility for occupancy and purchase, and provides a right of first refusal to the Town of Provincetown. Low Income Community Housing units shall be available for rental at a cost (including utility allowances) not exceeding 30% of annual income for a household at or below 50% of the Barnstable County median income; or, available for ownership at a cost (including mortgage interest, principal, taxes, insurance and common charges if any, but excluding utilities) not exceeding 30% of annual income for a household at or below 50% of the Barnstable County median income. Occupancy shall be limited to households whose income is **at or below 65% of Barnstable County median income.**

(b) **Moderate Income Community Housing.** Dwelling units, subject to an affordable housing restriction, for a term of perpetuity or the longest period allowed by law, that limits rental rates and resale prices, limits eligibility for occupancy and purchase, and provides a right of first refusal to the Town of Provincetown. Moderate Income Community Housing units shall be available for rental at a cost (including utility allowances) not exceeding 30% of annual income for a household at or below 65% of the Barnstable County median income; or, available for ownership at a cost (including mortgage interest, principal, taxes, insurance and common charges if any, but excluding utilities) not exceeding 30% of annual income for a household at or below 65% of the Barnstable County median income. Eligibility for occupancy shall be limited to households whose income is **at or below 80% of Barnstable County median income.**

Community Housing: Dwelling units subject to community housing restrictions based on the Barnstable County median income as is periodically defined by United States Department of Housing and Urban Development adjusted for household size, as further defined below.

a) **Median Income Community Housing.** Dwelling units, subject to a housing restriction, for a term of perpetuity or the longest period allowed by law, that limits rental rates and resale prices, limits eligibility for occupancy or purchase, and provides a right of first refusal to the Town of Provincetown. Median Income Community Housing dwelling units shall be available for rental at a cost (including utility allowances) not exceeding 30% of annual income for a household at or below 80% of the Barnstable County median income; or, available for ownership at a cost (including mortgage interest, principal, taxes, insurance and common charges if any, but excluding utilities) not exceeding 30% of annual income for a household at or below 80% of the Barnstable County median income. Eligibility for occupancy shall be limited to households whose income is **at or below 100% of Barnstable County median income.**

b) **Middle Income Community Housing.** Dwelling units, subject to a housing restriction, for a term of perpetuity or the longest period allowed by law, that limits rental rates and resale prices, limits eligibility for occupancy or purchase, and provides a right of first refusal to the Town of Provincetown. Middle income community housing dwelling units shall be available for rental at a cost (including utility allowances) not exceeding 30% of annual income for a household at or below 120% of the Barnstable County median income; or, available for ownership at a cost (including mortgage interest, principal, taxes, insurance and common charges if any, but excluding utilities) not exceeding 30% of annual income for a household at or below 120% of the Barnstable County median income. Eligibility for occupancy shall be limited to households whose income is **at or below 150% of Barnstable County median income.**

FY 2021 AMI:

House-hold Size	30% Income Limit Extremely Low HUD	50% Income Limit Low HUD	60% Income Limit Moderate MHP	65% Income Limit Moderate	80% Income Limit Moderate CPA	80% Income Limit Moderate HUD	100% Income Limit Median CPA	100% Income Limit MHP ONE	120% Income Limit	150% Income Limit Middle
1	\$20,450	\$34,050	\$40,860	\$44,265	\$50,008	\$54,450	\$62,510	\$68,100	\$81,720	\$102,150
2	\$23,350	\$38,900	\$46,680	\$50,538	\$57,152	\$62,200	\$71,440	\$77,750	\$93,300	\$116,625
3	\$26,250	\$43,750	\$52,500	\$56,875	\$64,296	\$70,000	\$80,370	\$87,500	\$105,000	\$131,250
4	\$29,150	\$48,600	\$58,320	\$63,180	\$71,440	\$77,750	\$89,300	\$97,200	\$116,640	\$145,800
5	\$31,500	\$52,500	\$63,000	\$68,250	\$77,155	\$84,000	\$96,444	\$105,000	\$126,000	\$157,500
6	\$35,580	\$56,400	\$67,680	\$73,288	\$82,870	\$90,200	\$103,588	\$112,750	\$135,300	\$169,125
7	\$40,120	\$60,300	\$72,360	\$78,390	\$88,586	\$96,450	\$110,732	\$120,600	\$144,720	\$180,900
8	\$44,660	\$64,200	\$77,040	\$83,428	\$94,301	\$102,650	\$117,876	\$128,350	\$154,020	\$192,525

The CHC votes to recommend allocations to categories 1a, 1b, & 1c. Traditionally the vote has been evenly split with 550 gallons in each but occasionally that has been adjusted. Note 110 gallons per bedroom, so 550 gallons is 5 bedrooms [which is not number of units]. So, 50 new bedrooms would need 5500 gallons; 100 bedrooms would need 11,000 gallons.

REVISED Gallonage Table:

1/24/22	Category 1a Affordable: low/moderate Income Up to 80% AMI	Category 1b Median Income Up to 100% AMI	Category 1c Middle Income Up to 150% AMI
Remaining Balance	10,014	8,893	8,961
Approximate equivalent	91 bedrooms	80 bedrooms	81 bedrooms
Option 1:			
Potential 2022 addition	+ 1,650	0	0
New balance	11,664	8,893	8,961
Approximate equivalent	106 bedrooms	80 bedrooms	81 bedrooms
Option 2:			
Potential 2022 addition	+ 550	+ 550	+ 550
New balance	10,564	9,443	9,511
Approximate equivalent	96 bedrooms	85 bedrooms	86 bedrooms

Paul Richardson MOVE to recommend that the full 1,650 gallons be allocated to category 1a for low/moderate income; Austin Miller second; approved by roll call vote 5-0.

Austin Miller aye Kevin Moss aye
Paul Richardson aye Fran Coco aye
Michael Litvin aye

Agenda #4 General discussion of housing programs offered in town and if and how they might be working:

AHTF Balance: \$775,760 as of 12/31/21

SSLVP: Self Sufficiency Local Voucher Program has 1 new participant, brings total participants to 14 with about 1 ½ full slots available if all use full allotment [CPA funded]

DPCC: Down Payment & Closing Costs [up to 100% AMI/CPA], 8 total participants [\$64,953 expended], \$35,047 available about 3 ½ slots available [CPA funded]

Deed-restricted Homes: 211 rental homes plus 55 ownership for total of 266 homes

Inclusionary Housing Projects to Date

Address	Total # of New Units	Inclusionary compliance		Status
		# of deed restricted units	In-Lieu Fee	
16 Holway Ave	2		\$25,485	Complete
170 Bradford St Ext	2		\$33,487	Complete
Harbor Hill	2	1		Complete
79 Shank Painter Rd	3		\$65,539	Complete
79 Shank Painter Rd	3 beds	Rental Exemption		Complete
30 Shank Painter	8	2		Under construction
286A Bradford St	12	2		Under construction
18 Winslow St	3		\$30,805	Under construction
72 West Vine St	5		\$109,232	Under construction
46½ Harry Kemp Wy	3		\$46,207	Approved pending construction
40 Winslow St	2		\$35,195	Approved pending construction
67 Race Point Road	2		\$33,487	Approved pending construction
50 Nelson Ave	7	1	\$15,402	Pending Board approvals
207 Route 6 - The Barracks	112 beds & 16 units	Rental Exemption		Approved pending appeal
227R Commercial St	3		\$43,693	Approved pending appeal
67 Harry Kemp Wy	5		\$ unknown	Awaiting application
22 Nelson Ave	12	2		Awaiting application
Total	71	6	\$438,532	

30 Shank Painter Rd.: off-site unit at 36 Nelson Ave. sold, closed 7/21/21. On-site unit at P&S, expect to close in February/March

286A Bradford Street: under construction, expect community housing units [2 2-bedroom] to be complete this summer with marketing to begin in March/April 2022

Member discussion regarding potential applications for additional funds for these programs such as the Down-Payment Assistance and local voucher programs through the AHTF CPA funds. Ms. Jarusiewicz pointed out the slight difference [lower] in 100% AMI threshold for CPA vs. state and federal funds; it is possible that an applicant could be eligible for buying a home but not be eligible for the down payment program. But CPA funds in the AHTF must follow the rules for CPA and the AHTF money only goes to 80% AMI. An application for the AHTF is in development to be used by anyone interested in accessing AHTF money.

At today's conference call with TCB regarding 3 Jerome Smith Road development, it was confirmed that they are in the process of purchasing the abutting property. There is potential presentation and update on VFW development at the Feb. 14th Select Board meeting. It will kick off TCB's community engagement process in February.

Agenda #5 AHTF advertising and promotion. How can we promote acquiring additional AHTF moneys beyond the notice included with real estate tax bills

Members discussed drafting a flyer regarding AHTF and what has been done with the funds. They asked about placement in the tax bill mailing? What about online "donate" button – can we do that?

Agenda #6: Minutes:

Kevin Moss MOVE to approve the minutes for 12/15/21; Michael Litvin second; approved by roll call vote 5-0.

Austin Miller	aye	Kevin Moss	aye
Paul Richardson	aye	Fran Coco	aye
Michael Litvin	aye		

Agenda #7: OTHER

Mr. Richardson asked about Town Clerk email regarding old minutes. Ms. Jarusiewicz stated that they need to be done.

Agenda #8: Events & Meetings

Feb. 9th CPA Public Hearing @ 1pm: CHC rep for CPA Application will be Austin Miller and Paul Richardson could attend remotely

Feb. 14th Select Board meeting with potential presentation and update on VFW development

March 4th warrant closes

March 7th at 4:00 pm Next CHC meeting

Annual Town Meeting: April 4, 2022

Austin Miller MOVE to adjourn at 5:06 pm; Paul Richardson second; approved by roll call vote 5-0.

Austin Miller	aye	Kevin Moss	aye
Paul Richardson	aye	Fran Coco	aye
Michael Litvin	aye		

Adjourned at 5:06 pm.

Minutes submitted by Housing Specialist Michelle Jarusiewicz