

# Provincetown Community Housing Council

Caucus Hall, Town Hall ☞ 260 Commercial Street

**MARCH 7, 2022**

**4:02 p.m.**

Members Present: Kristin Hatch, Fran Coco, Kevin Moss

Members remote: Austin Miller, Paul Richardson, Michael Litvin

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

**Public Statements:** none

**Annual Town Meeting:** discussion of housing related articles, votes of support  
Ms. Jarusiewicz distributed Annual Town Meeting [ATM] excerpt of housing related articles. The warrant closed on Friday. Most of the articles have seen before, discussed, and supported at both Housing Workshops. There is a new one, Article 18, for the acquisition of 288A Bradford Street for housing development and open space. Assistant Town Manager David Gardner stated that the Town has a draft P&S with agreed upon price of \$ \$1,475,000 plus \$100,000 for due diligence costs, relocation of existing tenants, demolition, and site preparation. Members inquired about appraisal and process. Mr. Gardner said that the Open Space committee had done an appraisal for open space portion which is about 2/3 of the site. The other third is about 29,000 SF which would allow about 15 housing units. The 2 existing structures would be demolished and new structures would be built. They had gathered comps from recent sales such as Capt. Bertie's Way. If Town Meeting approves, the process seeking a developer would be like the VFW site through a Request for Proposals. The article speaks to possible 2 ½ debt exclusion override but we may have enough free cash. Ms. Hatch supports the concept and is very interested but wondered about the process to get the parcel - RFP? Mr. Gardner said that the owner approached Open Space Committee [OS]. OS approached the Town regarding joint acquisition. It is a uniqueness designation, not an RFP. Ms. Hatch asked about other properties? Mr. Gardner said that they could consider other properties but given the market, may be unrealistic. This is an opportunistic sale.

Austin Miller MOVE to consider articles 1-by-1; Kevin Moss second; approved by roll call vote 5-0:

Kevin Moss	aye	Paul Richardson	aye
Fran Coco	aye	Austin Miller	aye
Kristin Hatch	aye		

## **ART #2 BUDGET Housing Office Admin Asst \$50,000**

New position for the Housing office

Members Moss and Coco supported the assistance. Ms. Hatch asked if it is enough money? Maybe it should be part-time position at a higher level. Mr. Miller stated that the Housing Specialist is lynch pin for the Town and that one person can only do so much. Do we want more staff for housing support? Mr. Richardson asked as a taxpayer, is this normal expense? Ms. Hatch stated that the Housing Specialist description has changed over past few years when it became part of the Town's budget. Does it need admin help? Absolutely.

Kevin Moss MOVE to support Housing Office Administrative Assistant; Austin Miller second; approved by roll call vote 3-0-2:

Kevin Moss	aye	Paul Richardson	abstain
Fran Coco	aye	Austin Miller	aye
Kristin Hatch	abstain		

**ART # 12 3B CPA Housing Institute \$15,000**

Training & education program for 2 years

**ART # 12 3C CPA Affordable Housing Trust Fund Transfer \$300,000**

Kristin Hatch MOVE to recommend CPA requests for Housing Institute and transfer to AHTF; Austin Miller second; approved by roll call vote 5-0:

Kevin Moss	aye	Paul Richardson	aye
Fran Coco	aye	Austin Miller	aye
Kristin Hatch	aye		

**ART # 15 Short term rental tax, Professional Managed Units Impact fee 3%**

100% of receipts will go to housing

Kristin Hatch MOVE to recommend short term rental tax impact fee of 3%; Kevin Moss second; approved by roll call vote 5-0:

Kevin Moss	aye	Paul Richardson	aye
Fran Coco	aye	Austin Miller	aye
Kristin Hatch	aye		

**ART # 16 Short term rental tax, allocation re-distribution**

Includes new allocation 30% for housing

Austin Miller MOVE to recommend re-distribution of room tax receipts; Kristin Hatch second; approved by roll call vote 5-0:

Kevin Moss	aye	Paul Richardson	aye
Fran Coco	aye	Austin Miller	aye
Kristin Hatch	aye		

**ART #17 Inclusionary Zoning in-lieu fee amendment**

Austin Miller MOVE to recommend inclusionary zoning in-lieu fee amendment; Kristin Hatch second; approved by roll call vote 5-0:

Kevin Moss	aye	Paul Richardson	aye
Fran Coco	aye	Austin Miller	aye
Kristin Hatch	aye		

**ART #19 Resolution to reduce lanes Route 6 between Conwell & CCNS**

Kristin Hatch MOVE to recommend to reduce lanes on Route 6 between Conwell street and CCNS; Kevin Moss second; approved by roll call vote 5-0:

Kevin Moss	aye	Paul Richardson	aye
Fran Coco	aye	Austin Miller	aye
Kristin Hatch	aye		

**ART #20 Development consultant Route 6 \$60,000**

Austin Miller MOVE to recommend development consultant for Route 6; Kristin Hatch second; approved by roll call vote 5-0:

Kevin Moss	aye	Paul Richardson	aye
Fran Coco	aye	Austin Miller	aye
Kristin Hatch	aye		

**ART #21 Development consultant VMCC \$150,000**

Kevin Moss MOVE to recommend development consultant for VMCC; Kristin Hatch second; approved by roll call vote 4-0-1:

Kevin Moss	aye	Paul Richardson	abstain
Fran Coco	aye	Austin Miller	aye
Kristin Hatch	aye		

**ART #22 Development consultant 30 Creek Road \$30,000**

Austin Miller MOVE to recommend development consultant for 30 Creek Road; Kristin Hatch second; approved by roll call vote 5-0:

Kevin Moss	aye	Paul Richardson	aye
Fran Coco	aye	Austin Miller	aye
Kristin Hatch	aye		

**ART #23 Development consultant Fire House #2 \$75,000**

Kristin Hatch MOVE to recommend development consultant for Fire House #2; Fran Coco second; approved by roll call vote 5-0:

Kevin Moss	aye	Paul Richardson	aye
Fran Coco	aye	Austin Miller	aye
Kristin Hatch	aye		

**ART #24 Zoning Amendment incentives including 4 stories in general commercial district**

Kevin Moss MOVE to recommend zoning incentives in general commercial district; Fran Coco second; approved by roll call vote 5-0:

Kevin Moss	aye	Paul Richardson	aye
Fran Coco	aye	Austin Miller	aye
Kristin Hatch	aye		

**ART #39 Inclusionary Zoning Amendment to clarify**

Austin Miller MOVE to recommend inclusionary zoning amendment; Kristin Hatch second; approved by roll call vote 5-0:

Kevin Moss	aye	Paul Richardson	aye
Fran Coco	aye	Austin Miller	aye
Kristin Hatch	aye		

**ART #40 Inclusionary Zoning & Growth Management Amendment**

Kristin Hatch MOVE to recommend inclusionary zoning and growth management amendment; Kevin Moss second; approved by roll call vote 5-0:

Kevin Moss	aye	Paul Richardson	aye
Fran Coco	aye	Austin Miller	aye
Kristin Hatch	aye		

**Consent agenda Housing Revolving funds \$20,000**

Kristin Hatch MOVE to recommend Housing Revolving account; Kevin Moss second; approved by roll call vote 5-0:

Kevin Moss	aye	Paul Richardson	aye
Fran Coco	aye	Austin Miller	aye
Kristin Hatch	aye		

**ART #18 288A Bradford St. Acquisition for open space and affordable housing  
\$1,575,000**

Mr. Gardner indicated that there would be more information later in the month and they could submit any comments or questions through the Housing Specialist. Ms. Hatch indicated that she would connect with Open Space. Ms. Jarusiewicz noted that she would be away between 3/22 – 3/29.

Paul Richardson MOVE to postpone vote until further info at next meeting on 3/21 at 4:00 pm; Kevin Moss second; approved by roll call vote 4-0-1:

Kevin Moss	aye	Paul Richardson	aye
Fran Coco	aye	Austin Miller	abstain
Kristin Hatch	aye		

Ms. Hatch suggested that they also discuss strategy for town meeting. There are many articles which could be overwhelming to the public.

**Other:**

Ms. Jarusiewicz highlighted that the regional MCDBG grant for housing rehab and childcare subsidies was awarded. Town of Truro is the lead community. This will continue two long-time valuable programs.

Kristin Hatch MOVE to adjourn 6:00 pm; Kevin Moss second; approved by roll call vote 5-0:

Kevin Moss	aye	Paul Richardson	aye
Fran Coco	aye	Austin Miller	aye
Kristin Hatch	aye		

Adjourned at 6:00pm.

*Minutes submitted by Housing Specialist Michelle Jarusiewicz*