

TOWN OF PROVINCETOWN
COMMUNITY PRESERVATION COMMITTEE
TUESDAY, JANUARY 9, 2007
JUDGE WELSH MEETING ROOM

Chairman Elaine Anderson convened the meeting at 9:20 a.m. noting the following attendees:

Members present: Elaine Anderson, Chairman; Mona Anderson, Vice Chairman; Bill Dougal; Austin Knight; Stephen Milkewicz

Absent Members: A.J. Alon; Molly Perdue (excused absence)

Recorder: Cynthia Curran

The following are meeting minutes, in brief:

REPORTS

- Elaine Anderson reported that the request for RFP's had been posted on the web site and put in the newspaper. She said that many applications had been picked up from Town Hall already. The deadline for receipt of the applications is February 5th at 5:00. The CPC will begin to review the applications the next day at the regularly scheduled meeting. Elaine Anderson distributed copies of an evaluation sheet for the RFP's, letters for acceptance or rejection of the applications, and a draft of the CPC's annual report. She asked that the committee members review them and give her feedback. Regarding the evaluation sheet, the financial qualifications of the applicant should be considered. The Committee decided to change "support services" to "financial capability." It was noted that this might not be relevant in all cases, but should be on the list.

The discussion moved on to the Housing Task Force and the hiring of a housing coordinator to implement the ideas of the Housing Summit Report. The Committee decided that they should make a list of the priorities and key relevant criteria in the report to help them judge the RFP's which may be received. They may receive RFP's for one or two units, but they thought that the cost per unit must be considered. The discussion returned to the housing coordinator. Topics discussed included whether the person should be an employee of the Town or a consultant who would obtain grants for housing and be paid a percentage of the grant. They also discussed whether the CPC should be involved in funding the position, although no decision was reached. Another area of concern was the actual budget of the CPC. There were questions about whether they would receive the funding which has been projected. The Committee also discussed the difficulty in finding funding for middle-income affordable housing. It was decided that the CPC should ask John Ryan to come to the Jan. 23rd CPC meeting to discuss his vision for the housing administrator position. They also wanted to get more clarity on the actual CPC budget and an update on the Shankpainter Road project from Keith Bergman.

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OTHER BUSINESS

- The Committee discussed the upcoming meeting schedule. Elaine Anderson will be away for part of February so a meeting was scheduled for February 12th. On February 27th there will be another meeting where applicants who have passed the preliminary round for consideration will be present to answer questions about their proposals. There was some discussion about whether the applicants would be able to get approval from all the relevant regulatory authorities before they appear before the CPC. The CPC may not want to put a project on the warrant before it has all the necessary approvals. Some projects may need to be postponed to a future Town Meeting. It was decided that Elaine Anderson and Mona Anderson would receive the completed applications at 5:00 on February 5th and make copies for all the Committee members.

- **MOTION:** Move to have Elaine Anderson and Mona Anderson accept and open the RFP's on February 5th, 2007.

Motion by: Austin Knight Seconded by: Stephen Milkewicz Yea 5 Nay 0

MOTION: Move to adjourn the meeting at 11:35 a.m..

Motion by: Stephen Milkewicz Seconded by: Mona Anderson Yea 5 Nay 0

The meeting was adjourned at 11:35 a.m..