

Provincetown Community Housing Council

Caucus Hall ↻ Town Hall ↻ 260 Commercial Street

April 14, 2014

5:01 p.m.

Members Present: Ann Maguire, Kristin Hatch, Susan Cook, Donna Szeker, and Rev. Brenda Haywood

Staff: Community Housing Specialist Michelle Jarusiewicz

Public Statements: none

Joint Meeting with Board of Selectmen Preparation: Meeting is at 6:00 pm; the housing items are 4B [Homeless Prevention agreement] and 4C Housing Action Plan. The Chairman wanted to make sure that committee members were on same page and able to respond to questions if they arise. A memo from the Housing Specialist outlined the items identified that specifically involved the Board of Selectmen which were briefly reviewed.

Local Voucher Program: The Housing Specialist prepared an initial outline [dated 4/9/14] of areas for discussion including:

- Program will be targeted for applicants that can achieve self-sufficiency; not for everyone.
- Estimated 10 households over 3 years.
- Budget was discussed – estimated up to \$4200 per year in direct assistance per household along with \$600 for case management and \$600 for administration per household. Additional \$6000 for overall administration – program marketing and outreach. Case management will go through a procurement process and is a key component. Consider agreement for local voucher for 2 years, if adequate progress, continue for third year.
- a representative advisory committee; members suggested to add the Housing Authority and invite reps from other towns that have local vouchers;
- additional outreach to include notices to other newsletters such as COA, HOW, Churches, etc. .
- Housing Specialist to draft various documents; she has samples from other towns to adapt to Provincetown
- Timing of program; don't end in December/winter as tough time economically; summer better perhaps can add in tax exemption program.
- Applicants are entitled to confidentiality; a sub-committee will review all the details but not the larger group
- Lottery will be used if necessary.

Little Fix Program: The Housing Specialist prepared an initial outline [dated 4/9/14] of areas for discussion including:

- Overall program has many facets and will require Volunteer Coordinator
- Perhaps fall start-up session should start small and build
- Holiday effort good idea
- Overflow project good idea
- a representative advisory committee; members suggested to add the Housing Authority;

- additional outreach to include notices to other newsletters such as COA, HOW, Churches, etc.
- T-shirt design “ ‘Little Fix’ Volunteer”
- Purchase to be coordinated through Housing Specialist; perhaps some through DPW
- Follow up on insurance, waivers, etc.

Documents:

Local Voucher outline dated 4/9/14

Little Fix outline dated 4/9/14

Next Meetings:

Invite Rep. Sarah Peake, reps from other towns that have conducted Local Voucher programs

Wednesday, April 30, 2014 at noon.

Monday, May 5, 2014 at noon

Monday, May 12, 2014 at noon

Meeting adjourned at 5:54 pm

Submitted by: Michelle Jarusiewicz, Community Housing Specialist