

Provincetown Community Housing Council

Veterans Memorial Community Center ↻ 2 Mayflower Street

June 30, 2014

1:00 p.m.

Members Present: Ann Maguire, Kristin Hatch, Rev. Brenda Haywood, Donna Szeker, and Susan Cook [1:55]

Staff: Community Housing Specialist Michelle Jarusiewicz; Acting Town Manager David Gardner

Public Statements: none

Community Center Development: *discussion with Laura Shufelt of Massachusetts Housing Partnership [MHP].*

Ann Maguire summarized where the town is with regard to the possible redevelopment of the old Community Center into yearround rental Community Housing including the past RFP process, the possibility of providing units for middle and median income households, and other properties [VFW & current police station]. Ms. Shufelt had toured the old Community Center prior to the meeting with the Community Housing Specialist along with a drive through the VFW parking lot. Ms. Shufelt described MHP, a quasi-state agency that provides technical assistance to communities to produce more affordable housing and is the gatekeeper for funds derived from the state banking law. MHP also develops guidebooks on 40B, CPA, Affordable Housing Trust Funds, etc. She personally has worked with Provincetown for several decades going back to the development of Foley House.

Board of Selectmen Chairman Tom Donegan stated that he saw 2 tracks including the traditional affordable housing up to 80% AMI [Area Median Income] and the category between 80% and 110% AMI. We have an opportunity as there is enormous willingness to be creative in solving the problem.

Ms. Shufelt indicated that MHP does provide staff time and some funds for the technical assistance to develop a Request for Proposals [RFP] but it is a little too early and we need some more due diligence to determine what can and cannot be done. They can also provide third party consultants. The first step would be to conduct a zoning and capacity analysis – what is allowed by right? Structurally, could you add a second floor in whole or in part? What about historic? Look at gallonage and how many bedrooms would be allowed. Analyze oil tanks; do they need to be removed? After that, MHP can assist with preliminary financial feasibility and help with the development of the RFP. Need a letter from the Board of Selectmen to initiate the process. Probably take about 2 months. Possible to get on July agenda.

Typically state funding is only available for 8 or more units; tax credits for 12 or more. Most funding cycles are once per year. There are out-of-round fund's available; typically when only one source of funding plus CPA funds are involved. They look for ready-to-go projects, community support, walkability. Usually require some number for very low income tenants so it could be a wash.

Ann Maguire: What do developers want to see?

Laura Shufelt: financially feasible; must make some profit; predictability [timing is everything]; "by-right" is best.

David Gardner: we tend to want all things about all projects. We should be as less prescriptive as possible to achieve our ultimate goals with rental units. We could seek a developer for a friendly 40B application.

Tom Donegan: Is it possible to look at all sites under the technical assistance?

Laura Shufelt: scattered sites could increase the number of units overall but they cannot be phased; has to move together.

Tom Donegan: what about regionalization?

Laura Shufelt: she is already working with Truro; maybe could combine scattered sites; could be a pilot program.

David Gardner: does somewhat double the process as far as goals, design, consensus. Our site is already developable. Would it get some priority at the state level?

1:55 pm Tom Donegan departs; Susan Cook joins.

Laura Shufelt: any site plans or architectural plans for old site? Check with building department. There are no funds available for new public housing units [such as Housing Authority]. There are no funds for operating subsidies either.

2:03 pm Donna Szeker departs

Kristin Hatch: The Housing Authority is considering all options for elderly housing including the old Community Center; could create a non-profit for fundraising and development as some other communities do.

Housing Institute: The Housing Specialist distributed copies of some sections of binder from the Housing Institute that she attended June 11 & 12 along with her notes. The binder is available for borrowing.

Little Fix Program: review of draft documents including application and waivers. Discussion about needing property owner's permission – depends on type of work. Cutting grass and raking leaves, no; but painting or work on the building would. Add language to waiver.

Kristin: MOVE to approve the Little Fix documents as amended; Susan Cook second; approved 4-0.

Distribute copies with Veterans Agent, COA, and Disability Commission. Develop a flyer for volunteers and PR for Banner. Timing? September –when? Include Provincetown Part-time Resident Taxpayers as possible volunteers. Housing Specialist scheduled to meet with them July 12th.

Local Voucher Program: draft documents distributed for comments for next meeting; CHR's application has good questions; consider adding language about mandatory attendance at trainings

Minutes:

Brenda Haywood MOVE to approve the minutes of 5/27/14, 5:30pm; Susan Cook second; approved 3-0-1 [KH].

Susan Cook MOVE to approve the minutes of 5/27/14 meeting with BOS; Kristin Hatch second; approved 4-0.

Kristin Hatch MOVE to approve minutes of 6/2/14; Susan Cook second; approved 3-0-1 [BH].

Kristin Hatch MOVE to approve minutes of 6/9/14; Susan Cook second; approved 4-0.

Next Meetings: Tuesday, July 8, 2014 at 10:30 am. Brenda Haywood has appointment on Monday; check with Donna Szeker.

Other: Kristin Hatch - Harry Kemp Way status? J. Reis signed agreement; awaiting document for Town Manager signature. Interested in background information about the FAWC rentals at the Meadows. Housing Specialist has information in files. These rentals are different than typical.

Documents: Housing Institute sections Tab 5, 8, 11, 16

Meeting adjourned at 2:58 pm

Submitted by: Michelle Jarusiewicz, Community Housing Specialist