

**COMMUNITY PRESERVATION COMMITTEE MEETING:  
MINUTES**

**Judge Welsh Room Town Hall, 260 Commercial Street  
January 18, 2017, 2:01 pm**

Members present: Kristin Hatch, Judy Cicero, Susan Cook, Polly Burnell, Michelle Crone-DeMarco, Alfred Famiglietti, and Dennis Minsky

Other attendees: Community Housing Specialist/Grant Administrator Michelle Jarusiewicz

**Public Statements:** none.

**Annual Report:** due by 1/26/17; not done yet

**FY 2018 CPA Funding Cycle Proposals:**

FY 2018 CPA Applications:

**Open Space/Recreation (1):**

Bicycle Committee: racks & repair stations	\$18,273	
OS/Rec subtotal		\$18,273

**Historic Preservation (3):**

Bas Relief Conservation	\$100,000	
Creative Commons: 46 Bradford St. exterior	\$160,000	
Cemetery Commission: Alden St. Cemetery Phase 2	\$102,000	
HP subtotal		\$362,000

**Community Housing (3):**

Cape Cod Village: housing development for autistic adults	\$100,000	
Down Payment Assistance	\$50,000	
Housing Office: Housing Specialist	\$122,541	
CH subtotal		\$272,541

<b><u>CPA Administration</u></b>	\$20,000	
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<b>TOTAL REQUESTS</b>	\$672,814	
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**Cemetery Commission: Alden St. Cemetery Phase 2:** with Richard Olson, Chairman of Cemetery Commission presented the request for ongoing funding for stone conservation at the old section of the Alden Street Cemetery; this is Phase 2 of the priority stones. Last year's has not been put out to bid as the Winthrop Street Cemetery work took several bidding attempts to get done. There are about 200 stones that are flat. The request for \$102,000 would address all of them but could phase and do half this year; hope to complete by 2020. Members had general discussion about timing, bidding, and allocations. Mr. Olson reminded them that the Cemetery Commission spent their own funds for the evaluation and some immediate repairs. Questions about descriptive language and the process which requires specialized cleaning. No etching is involved. Ms. Burnell said that it is a very important tourist attraction. Members thanked Mr. Olson and the Cemetery Commission for all their work.

**Community Housing Office:** with Michelle Jarusiewicz. Request is for continuation of full-time Housing Specialist and expenses. The Town Manager David Panagore mentioned that the Housing Specialist has just been relocated to Town Hall. Housing is a priority and should be integrated into town hall and budget. Proposed operating budget includes half of the Housing Specialist's salary as initial step. This would reduce impact on the CPA housing funds and leave money for projects. Now have Year Round Rental Trust to implement and

looking at various levels of funding and incomes. Members discuss the noticeable difference in energy level with full-time dedicated staff; don't want to lose traction. Ms. Hatch also suggested the possibility of incorporating the additional emergency housing funds for the Homeless Prevention Council be shifted to the Human Service grants instead of the Affordable Housing Trust Fund in the future. The operating budget will come first at town meeting before CPA requests. Could reduce CPA by half or be prepared in case it doesn't pass. The Community Housing Council is in favor of the request. Judy Cicero needs to hear town meeting paying for half; the primary function is housing period.

**Down Payment Assistance Program:** Michelle Jarusiewicz summarized the request as the next step in the Community Housing Council's [CHC] *Pathway to Ownership*. While conducting many resales of deed restricted ownership units, it became obvious that many were interested in ownership, but not all were ready. The CHC and Housing Office sponsored First Time Homebuyer workshops and classes on budgeting and fixing credit in Provincetown to provide education for residents. The CHC also provided scholarships for those that completed the First Time Homebuyer workshop. The cost of living is high in Provincetown and makes it challenging to save funds for a down payment. This program will build on income eligible [up to 100% AMI] buyer's savings. There will be a no interest, deferred payment loan which will be forgiven after 10 years. If the property is sold before the 10 years are up, then they will need to repay a pro-rated share of the assistance. The goal is to help about 5 households. Members discussed other programs, timing, and transparency.

**Bas Relief Restoration:** Tony Fuccillo summarized the request. CPA approved \$50,000 for the Master Conservation Plan a couple years ago. The overreaching goal is to complete the restoration prior to 2020. The core of the restoration is to restore the Cyrus Dallin bronze tablet and the structure surrounding it. The Pilgrim Monument was part of the planning process as a direct abutter on two sides. They intend to develop the piece of land on the side to improve access. The majority of the chain link fence on the back side is their property with the exception of the small pieces directly behind the Bas Relief. Members asked about other funding? There is no gift fund but the proposal is in the Town's Capital Improvement Program budget request; perhaps in phases. Ms. Cicero suggested that the Town set up a gift fund. Mr. Fuccillo indicated that the Tourism fund does help maintain the park. Stephen Borkowski from Historic was part of the planning process.

**Next Meeting:** Thursday, January 26, 2017 at 1:00 pm.

Adjourned 3:00 pm.

*Submitted by:*  
*Michelle Jarusiewicz,*  
*Community Housing Specialist & Grant Administrator*