

TOWN OF PROVINCETOWN – BOARD OF SELECTMEN

SPECIAL MEETING - WEDNESDAY, FEBRUARY 20, 2007 5:30 PM

JUDGE WELSH HEARING ROOM

Chairman Cheryl Andrews convened this special meeting at 5:30 PM noting the following attendees: Board of Selectmen members: Cheryl Andrews, Michele Couture, David Nicolau

Excused Absence: Sarah Peake, Richard Olson

Other Attendees: Town Manager Keith Bergman, Affordable Housing Consultant John Ryan

Recorder: Cheryl Andrews

The following are meeting minutes in brief.

1. HOUSING ACTION PLAN

Open discussion ensued.

MOTION: *Move that the Board of Selectmen vote to adopt ~~as the Selectmen's Policy on Housing, the Highest Priority Action list~~ Housing Action Plan highest priority actions as presented by John Ryan (See attachment #1) ~~in the Affordable Community Housing Action Plan~~, with the following changes:*

A. Existing Structures #2 . . . at the end . . . strike "(action complete)" and insert in place thereof "(in progress)"

B. New Construction #-3(b) . . . at the beginning . . . strike "Negotiate" and insert in place thereof "Investigate"

C. Financing #1 ... finish with the words "in progress, investigate in order to serve a population up to 150% of AMI.

Motion by: Cheryl Andrews **Seconded by**: Michele Couture Yea 3 Nay 0

MOTION: *Move that the Board of Selectmen vote to direct the Town Manager to outline an implementation plan that would create a Community Housing Council which will be a permanently appointed Board by the Board of Selectmen and it's primary function will be to implement the Board of Selectmen's Housing Policy and Action Plan and also to include the functions of our currently existing Local Housing Partnership, the functions of the Affordable Housing Task Force and any other ad hoc and working groups that exist; and further it be the policy of the Board of Selectmen to transfer the functions of the Affordable Housing Trust Fund from the Housing Authority to the Community Housing Council.*

Motion by: Cheryl Andrews **Seconded by**: David Nicolau Yea 3 Nay 0

Motion to adjourn by Michele Couture at 6:35 PM.

Minutes transcribed by: Vernon G. Porter
March 1, 2007

Highest Priority Actions (Adopted by Board of Selectmen 2-20-07 as their Policy.)

A. Existing Structures

1. Explore and develop specific actions to address the role of condominium conversions in contributing to the lack of year-round affordable/community housing

2. Amend the zoning bylaw to require an affordable and community housing component as part of all change of use special permits that result in additional housing units (in progress)

3. Establish a technical and financial assistance program to individual property owners to utilize incentives and simplify process needed to convert dwellings to affordable/ community housing and to encourage use of the accessory housing and amnesty bylaws

4. Encourage the rigorous enforcement of the existing requirements of short term rentals

B. New Construction

1. Continue to identify key potential public and private development sites (initial assessment completed; see Appendix A)

2. Continue to actively pursue development of Shank Painter Road (Parcel ID 8-1-4-A-0-R) and DPW Garage (9-1-8-0-E) sites for 40+/- units of affordable/ community housing each

3. Actively explore the development feasibility of the High Priority parcels recommended by the New Construction Work Group (see Appendix A), including the following:

a. Utilize and develop a roughly 3.5 acre portion of the Town's cemetery parcel (12-1-61), leaving a one-acre buffer for future cemetery expansion in order to create 20-35+/- affordable/ community housing units

b. Investigate with the Commonwealth of MA Department of Fisheries & Wildlife to trade one or more town-owned properties (including the .30 acre Sandy Hill parcel (9-1-1-0-E) and the 40.1 acre Clapp Pond parcel (8-1-5-0-E)) for the 3.0 acre parcel off Conwell Street (13-1-27-0-E) and develop 15-20+/- affordable/ community housing units on that property

C. Financing

1. Pursue Town Meeting and MA General Court Approval for a transfer fee equal to 1.5 percent and paid by the seller on the sale of all property, providing that: a) all primary residences be allowed to first exempt from the fee an amount equal to the median price of a home sold in Barnstable County for the previous calendar year (\$360,000 in 2005); b) there be public accountability to insure that the funds collected shall be dedicated effectively to the creation and preservation of affordable/community housing opportunity serving a population earning up to 150 percent of AMI and c) the transfer fee cease ten years after its initial implementation

Highest Priority Actions *page 2*

E. Community Support

1. Initiate regular communications and meetings between the various community groups to work together to build trust and support for community housing and economic development actions

2. Communicate community housing activity, needs, and successes on a regular basis through the Banner and the town's website

F. Implementation

1. Immediately create a working group to determine an appropriate entity/ies necessary to house the implementation effort including: a. staff positions within Town Government; b. contract services from the Lower Cape CDC; c. establishment of a separate housing office; and d. other

2. Secure the necessary funding from a combination of sources including the CPC, AHTF, local lending community, sale of town-owned property, and county and state granting sources, future transfer fee revenue, and other sources to fully finance the staffing required to perform the Action Plan implementation functions

G. Year Round Economic Development

1. Continue to recognize the inextricable links that exist between providing secure, year-round affordable/ community housing and the needs to create a more sustainable year-round economy by supporting the efforts to develop a parallel summit on economic development

2. Support efforts to improve and extend Provincetown's Tourism Economy in order to provide more year-round employment, by:

a. Encouraging business owners' and the Visitor's Service Board participation in developing off-season and in-season "package" deals

b. Encouraging greater integration of the several tourism based organizations, to enhance the development of tourism in Provincetown.