

# Provincetown Community Housing Council

Judge Welsh Hearing Room

July 16, 2007

4:00 p.m.

Members Present: A.J. Alon, Elaine Anderson, Joe Carleo,  
William Dougal, and Molly Perdue.

Members absent: Catherine Brouillet (excused absence)

Staff: Matt Mulvey and Maxine Notaro

Others: Ted Malone

The meeting was called to order at 4:08 p.m.

## Meeting Agenda

### **Discussion on Shank Painter Project**

Joe Carleo said he wanted a quick meeting so he suggested eliminating the discussion on Shankpainter since Bill Dougal who requested it was not in attendance. (Bill came in slightly after this announcement.) Joe also said that at future meetings he would like to have MINUTES at the beginning of the agenda.

## **Minutes**

**Motion; Take minutes out of order.**

**Motion: A.J. Alon      Seconded: Molly Perdue      Vote: 5-0-0**

**Motion: Approve the minutes of the July 2<sup>nd</sup> meeting.**

**Motion: Elaine Anderson      Seconded: Molly Perdue      Vote: 5-0-0.**

**Motion: Approve the minutes of the July 10<sup>th</sup> meeting.**

**Motion: A.J. Alon      Seconded: Elaine Anderson      Vote: 5-0-0.**

## **Discussion on Shank Painter Project (revisited)**

A.J. Alon recused himself because of a possible conflict of interest. Bill Dougal took charge of the discussion by saying, "We should assume a leadership role in this project." He further said that its conclusion could serve as an important model for the CHC.

Molly Perdue felt that we should create a subcommittee one member of this council, a member of the Board of Selectmen (BoS), and a member of the Community Preservation Committee (CPC) and it would be our way to stay connected. Further, a subcommittee made up of all the housing groups who are currently working toward the same goal. Joe could be our representative because of his knowledge of funding sources.

Bill Dougal then went on to ask a myriad of questions; some of which had answers and some that had yet to be defined. Bill wanted to go through some fundamental decision points, i.e., a step by step

primer to attaining affordable housing permits.

Maxine Notaro suggested compiling all the documentation that has been gathered to date. Molly P. said the BoS are going to be the ones to issue the Request for Proposals (RFPs) and we want to be a part of those discussions. We must be sitting at the table during those formulation series or we won't be part of the process.

### **Discussion on permits procedures**

The discussion began anew on how developers get permits, etc. Molly Perdue handed out a *Provincetown C.40B Housing Inventory* which she had obtained from the provincetowngov.org site. It answered many of the questions that had just been asked..

Ted Malone addressed the group and tried to clarify the many regulations that developers have to go through. A deed restriction has to be recorded before a building permit is issued. Also qualifying some rentals is something that has yet to be done. Basically a lot of record keeping is required. Matt Mulvey said that this committee - in the future - will be the repository of all that information.

### **Discussion on policy and procedures**

Joe Carleo said that this is what we've been talking about. Bill Dougal then produced a hand-out that he had worked on entitled Implementation Plan – 10 year Community Housing Plan (2008-2018) and said he needs some form of analysis of current housing needs. Elaine Anderson suggested having a form and sending it to all concerned parties, i.e., Fire Chief (to hand out to his volunteer firemen), Superintendent of Schools (to give to her teachers), etc. This would be a way to get information back from all the concerned entities.

### **Future Chores**

It was decided that at the next meeting on July 23<sup>rd</sup>, Joe C. will have a draft of a job description for a staff person who will become an assistant to the council and a draft of a mission statement. Also the staff person should be brought on sooner, rather than later.

Elaine Anderson handed out a guideline for staffing an office which seemed to expound on what the focus would be.

### **Public Statements**

Ted Malone said that he is working on a matrix of what would be sensible for a mix of more moderate, mixed, and the middle definitions.

### **Other Business**

Bill Dougal asked that Ted M. might be able to apprise the CHC of financing machinations at the next meeting. Also he requested that Maxine get information for the next meeting on available gallorage for affordable housing. Elaine Anderson will follow up with the Planning Board at their next meeting.

### **Third Officer**

**Motion: Nominate Molly Perdue as a clerk for the CHC.**

**Motion: A.J. Alon      Seconded: Elaine Anderson      Vote: 5-0-0.**

Adjournment happened at 6:00 p.m.

Respectfully submitted,  
E. Rogers Gaudiano

Approved by \_\_\_\_\_ on \_\_\_\_\_, 2007.  
Joe Carleo, Chair