

# Community Housing Council

Judge Welsh Hearing Room

**November 19, 2007**

4:00 p.m.

**Members Present:** Elaine Anderson, Catherine Reno Brouillet,  
Joe Carleo, William Dougal (arr. 4:12p),  
and Molly Perdue.

**Members absent:** A.J. Alon (excused absence)

**Staff:** David Gardner

**Others:** Provincetown Housing Authority Group –  
Dr. Cheryl Andrews, C. Reno Brouillet,  
George Bryant (left at 5:05p), Bryan Green,  
Nancy Jacobsen, and Patrick Manning.

The meeting was called to order at 4:06 p.m.

David Gardner announced that the Board of Selectmen (BoS) and the Economic Development Council (EDC) are hosting the 2<sup>nd</sup> phase of the Business Summit from 12:00 noon to 4:00 p.m. on Wednesday, November 28<sup>th</sup>. He's concerned about getting a critical mass of people; it will be held at the Crown and Anchor. Lunch will be served. There was a bit of debate at the last one as to how long, and how many, etc. Elaine Anderson asked if there were any reasons they didn't stay with a night schedule? Answer: The sentiment at the last meeting was to have a shorter event and that's why it's not a night event. David continued saying, "but we're finding out that it's still not going to be compatible with other's schedules."

## Meeting Agenda

Review and approval of Minutes

**Motion: Move to approve the minutes of the October 29, 2007 meeting.**

**Motion: Molly Perdue    Seconded: Elaine Anderson    Vote: 4-0-0.**

## **Discussion**

### **RFP for 90 Shank Painter Road Project**

Members of the Provincetown Housing Authority attended in their entirety. Joe Carleo said to David Gardner that everyone has a copy of the RFP and we were led to believe that the urgency around this meeting was that you would need our comments immediately. David said that you now don't need to make the comments that soon. It's scheduled to go before the BoS on December 10<sup>th</sup> and the date for release is January 3<sup>rd</sup>, 2008.

Cheryl Andrews, Vice Chair of the Provincetown Housing Authority (PHA) said, "We weren't invited but we requested attendance so we're not here in any official capacity." Elaine Anderson said that she wants everyone to know that the PHA was the initial co-applicant with the BoS to the Community Preservation Committee (CPC) for funds on the 90 Shankpainter proposal #2006-01.

The Request For Proposal (RFP) for Shankpainter was then launched into. The RFP team was begun in mid August and then the project got its second breath in mid-fall. David has inherited this responsibility and lacks the background nuances. Bryan Green, Patrick Manning, and David Guertin initially met with 2 members of the BoS to begin hammering out an RFP.

Cheryl Andrews interjected that this current draft does not have a stamp of approval from the PHA. She said that her comments haven't trickled up! The PHA had evidently received the RFP about two weeks ago. The PCHC had just received their copies via e-mail last Friday.

Molly P. asked, "So there is supposed to be a sub-committee that never met?" Patrick said – correct.

Joe Carleo said – so this draft that appeared last Friday - a lot of it has been taken from the original draft?

Bill Dougal said that he understands the history of how it happened but now we have evolved as a Community Housing Council.

David Gardner said that at this point it has been set up so that the comments of the PCHC will be funneled through Patrick Manning and his group, the PHA. This is just a review of the RFP.

Cheryl A. said that this RFP has been out for a couple of weeks and when we heard from Molly P. that you had it on your agenda, we felt it necessary to come to the meeting even though we were not invited to sit at your table.

George Bryant said that he didn't feel that there was anything of substance and we all have to be on the same page; there has to be a clearing house and a central point for information.

David G. said that it was his understanding that staff would be responsible for sitting on top of the RFP and he was to try to incorporate as many suggestions as he receives into the draft. That would be his approach.

The discussion went back and forth and the main problem seemed to be that three different committees and entities each felt that it was their particular responsibility to finalize the RFP. David put that to rest with his interpretation that staff would be responsible and would take into consideration all of the suggestions of the three committees/entities, i.e., Provincetown Housing

Authority, Provincetown Community Housing Council, and the Community Preservation Committee.

Susan Connolly put all this together and Sharon Lynn said that once we had a more precise RFP then she would give it all to the different committees so the prior drafts are not too much different from what you have now.

Joe C. then proposed that the PHA join the PCHC at the table which they did.

Maxine Notaro cautioned that the members can't communicate back and forth with each other and discuss all this. David's intention is to share the RFP with all the chairs of committees and he is now the keeper of the RFP.

Bill D. said he had one fundamental question to start with - in order to qualify for a sewer hookup – a determination must be made of the maximum septic that could be put on the property. Cheryl laid that concern to rest by saying that this project would be exempt as are the nursing home, any totally affordable complex, and the laundry, so the only problem may be the commercial portion of the development. She said that we need to focus on the section that is relevant to us.

Bill D. also wants the issue of the use of local labor and workforce to be one of the criteria.

Cheryl felt that Bill's viewpoint is economic development – she would prefer to focus only on the housing aspect. Molly doesn't want to make this application so difficult that developers wouldn't apply. Elaine Anderson said that the Town has already purchased the property for \$1M to give to a developer who could satisfy the RFP demands.

George Bryant said that on April 25, 2006 we were going to get an answer from the former town manager; we have to get this right and we do need rental housing desperately.

**Motion: A sentence to be included in the RFP would be that the proposal has to be consistent with the CPC application.**

**Motion: Elaine Anderson    Seconded: C. Reno Brouillet    Vote: 4-0-1 ab (CRB).**

The PHA made the same motion with the same result – 4-0-1 ab (CRB)

Bill D. would like something that would reflect the use of the local workforce and he would like the lottery for these units to be administered by the Town; he would like tightened language on what 40B would mean - environmentally, etc. He would also like the respondent to have a management plan.

Joe C. felt that the selection process would not involve a lottery – but maybe a wait list.

Cheryl A. said that she felt whoever the developer may be – they CAN'T make the selection process.

Patrick said that for rentals the selection process will be ongoing as people move out, etc. You're talking about the selection process and that has to be in place for about 40 years. There are many entities on the Cape that do this – for a price.

George B. cited a development in Chatham where the builder is also the manager; it was built on land owned by Chatham. He passed out copies of a newspaper article and then left the meeting.

Bryan G. said as long as the selection process is taken out of the hands of the developer, he'd be

agreeable to it.

**Motion: Ideally the developer and the selection process will be separate entities.**

**Motion: Elaine Anderson    Seconded: C. Reno Brouillet    Vote: 4-0-1 ab (CRB).**

The PHA made the same motion with the same results. 4-0-1 ab (CRB)

Cheryl A. said that the RFP merely references the John Ryan's "needs assessment" on page 7.

Question: Should the project mimic his ratio for the town or should it have 2 and/or 3 bedrooms?

Elaine A. had also been of the opinion that this ratio would be mixed. Bill D. said that there's a disconnect between the actual development of the affordable and we're relying on John Ryan's report and it's based on certain measurements that he conducted. What we have in this community is a tangible waiting list and we must have access to this list.

Bill D. wanted to know if they meet the criteria for local preference and whether that list is reflective of this community.

Bryan G. said that this report is 15 months old and is out of date. We don't know how many 3 bedrooms or 2 bedrooms we need.

Cheryl A. said - don't waste time talking about lists - either we screwed up in terms of outreach and then we have to redo the needs. She hopes that we get some median and middle units. Cheryl feels it's critical for the PCHC to look at the ratio on page 7 and decide on where the need is - it has to be what the community wants and she's not happy to rubber stamp the John Ryan report.

Joe said - so the goal of the project is that we have to come up with the ideal mix.

Patrick M. said that his impression is that median and middle should be included in the mix. He further said that when a developer does a pro forma it allows a developer to go for funding sources and it's documented by a needs assessment. A lot of the funding sources right now are dry - money is very tight!

At this point in the meeting, it was decided that the meeting would be continued on next Monday – **November 26<sup>th</sup> at 4:00 p.m.** The meeting is planned to be only a one hour meeting.

David G. said that if we can get all committees to agree to the RFP, then his job is easy so talk amongst yourselves.

Bill Dougal brought up one final concern - under public notices – he noticed an application before the Planning Board to develop Race Point Road and he's raising the issue of - what role do we have in this process? And also, is this a 40B project? Maxine will have the information at the next meeting.

Elaine A. said that we had discussed this before and for the definition of the need, we need to know whether 40B trumps the Ryan report.

Adjournment happened at 6:00 p.m.

Respectfully submitted,

*Evelyn Gaudiano*  
E. Rogers Gaudiano

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