

**TOWN OF PROVINCETOWN
COMMUNITY PRESERVATION COMMITTEE
TUESDAY, NOVEMBER 20, 2007
JUDGE WELSH MEETING ROOM**

Chairman Elaine Anderson convened the meeting at 9:05 a.m. in the Judge Welsh Meeting Room noting the following attendees:

Members present: Elaine Anderson, Chairman; Mona Anderson, Vice Chairman; Cass Benson; Bill Dougal; Stephen Milkewicz;

Absent Members: Bryan Green; Dennis Minsky (excused absences)

Others present: David Gardner

Recorder: Cynthia Curran

The following are meeting minutes, in brief:

PUBLIC COMMENTS

- David Gardner said that he had attended a CPA conference two weeks ago. He said that there is helpful information on their web site and that he would forward the address to Elaine.

APPROVAL OF MINUTES

MOTION: Move to approve the minutes of the 6/26/07 CPC meeting.

Motion by: Bill Dougal **Seconded by:** Cass Benson **Yea 3 Nay 0 Abstain 2 (MA, SM)**

MOTION: Move to approve the minutes of the 9/25/07 CPC meeting with minor correction.

Motion by: Bill Dougal **Seconded by:** Stephen Milkewicz **Yea 4 Nay 0 Abstain 1 (CB)**

SANDY HILL PROJECT UPDATE

A distribution of \$462,400.00 has been made for the Sandy Hill Project. The balance will be paid upon completion of the project. Cass Benson said it should be completed by the end of the month and she hoped people could move in by January 1st. Elaine Anderson said that the CPC members should have a walk-through of the project when it is finished.

CPC APPLICATION DRAFT

Elaine Anderson said they should finish editing the CPC application so they can get it to Pam Hudson for distribution. The date on the application has been neutralized so it can be used at other times if needed. It was also added that a letter of intent could be sent to the CPC at any time without a full proposal. They may also want to attach a sample of what an RFP should look like.

HOUSING COUNCIL

The Housing Council had discussed the RFP for the Shankpainter Road project the day before. Some CPC members were concerned that the RFP would not reflect the original intent of the Town Meeting approved article funding the purchase of the land. The members thought that since the CPC had funded the purchase, they would continue to be involved in the development of the project. One member asked who would choose the winning RFP. David Gardner said that there would be a selection committee. He said the MHP would help decide what the make-up of the selection committee would be, such as what technical experience was needed. Unless someone makes a request for financing of the project to the CPC, they would not have to approve the RFP. Because the land for the affordable housing project was bought with CPA funds, it would have to conform to the rules of use of CPA funds in perpetuity.

[Bill Dougal left at 9:35.]

Returning to the funding application discussion, the following motion was made:

MOTION: Move to accept the CPC Application for Funding (Revised 10/7/07).

Motion by: Cass Benson Seconded by: Mona Anderson Yea 4 Nay 0 Abstain 0

The discussion continued about the RFP for the Shankpainter Road project and who would be on the selection committee. The members felt that Cass Benson should represent the CPC on the selection committee.

MOTION: Move to nominate Cass Benson as the CPC's representative to the Shankpainter Road RFP process.

Motion by: Elaine Anderson Seconded by: Mona Anderson Yea 3 Nay 0 Abstain 1 (CB)

David Gardner was asked about when the selection committee would meet. He said the dates were not definite. Because Cass Benson may be away, it was decided to nominate an alternate member.

MOTION: Move to nominate Mona Anderson as an alternate representative for Cass Benson, if she cannot attend

Motion by: Elaine Anderson Seconded by: Stephen Milkewicz Yea 3 Nay 0 Abstain 1 (MA)

Mr. Gardner said he would let them know the dates so the representative could be at the meetings. After more discussion another motion was made.

MOTION: Move that the CPC request that the RFP respondents insure consistency of the RFP with the deed and attachments (#'s 240-245) originally recorded for 90 Shankpainter Road.

Motion by: Cass Benson Seconded by: Stephen Milkewicz Yea 4 Nay 0 Abstain 0

The CPC members also discussed the mix of types of apartments for the project. Some members did not want to limit the developers, but wanted to wait to see what they would come up with. Other members thought that it was very important that there be 2 and 3 bedroom apartments for families. It was mentioned that other projects in town might fulfill different needs (as to size of unit).

MOTION: Move to affirm that the CPC would like to insert in the RFP for 90 Shankpainter Road that persons responding to the RFP should give preference to the creation of family-sized units.

Motion by: Mona Anderson Seconded by: Cass Benson Yea 4 Nay 0

The CPC would also like to see preference for the units given to local working residents. They also talked about the management of the units. The developers will probably not be the managers. Some members had previously said that they would like to see an on-site manager for the development.

OTHER BUSINESS

Elaine Anderson asked about the possibility of switching to an evening meeting time. The members reviewed all the possible days and times. Due to family and work commitments evening meetings would not work for the current members of the committee. The next meeting will be on December 4th at 9:00.

Elaine Anderson reminded the members to bring any suggestions for the Selection Committee (for the Shankpainter Road RFP) to the next meeting.

MOTION: Move to adjourn the meeting at 10:55 a.m..

Motion by: Cass Benson Seconded by: Stephen Milkewicz Yea 4 Nay 0 Abstain 0

The meeting was adjourned at 10:55 a.m..