

**TOWN OF PROVINCETOWN  
COMMUNITY PRESERVATION COMMITTEE**

TUESDAY, FEBRUARY 28, 2006  
JUDGE WELSH MEETING ROOMN

Chairman Elaine Anderson convened the meeting at 9:20 a.m. noting the following attendees:

Members present: Elaine Anderson, Chairman; Mona Anderson, Vice Chairman; Howard Burchman, Bill Dougal; Stephen Milkewicz

Absent CPC Member: Eric Dray; Tim Hazel; Nancy Jacobsen; (excused absences)

Other Attendees: Keith Bergman, Town Manager; David Nicolau, Board of Selectmen; Patrick Manning, Executive Director, PHA; Margaret Carroll-Bergman, PHA; Susan Connelly, Massachusetts Housing Partnership; Ellen Burbank, Pilgrim Monument and Provincetown Museum; Christine Austin, Executive Director, Interfaith Council for the Homeless; David Guertin, Director, DPW; Dana Ferris; Ginny Bender

Recorder: Cynthia Curran

The following are meeting minutes, in brief:

The meeting was divided into three parts. First, there was the regular meeting of the CPC, which was temporarily adjourned for the Public Hearing on the three warrant articles. Then the regular meeting was reconvened.

PUBLIC STATEMENTS

There were none.

DISCUSSION: INTERIM HOUSING ASSISTANCE

Elaine Anderson said that Tim Hazel and Steve Milkewicz had looked into who might administer a program to give emergency housing assistance. They suggested the Interfaith Council for the Homeless on Lower Cape Cod. Elaine Anderson spoke with several people there, including the executive director, Christine Austin. Elaine Anderson developed six points for potential guidelines for the program.

1. The money should be used in Provincetown to preserve year-round housing.
2. The money could be given for a broader range of needs, such as utilities, car payments, etc.
3. Quarterly reports should be sent to the CPC
4. There would be no long-term commitment to continue the program beyond the two years.
5. The money could be used for case management or direct assistance.
6. There could possibly be a one year extension beyond the two year/ \$20,000. initial proposal.

The Interfaith Council said that the funds would be a great help to their work in Provincetown and that Christine Austin would attend the public hearing today.

Howard Burchman said he had a problem with the basic premise of creating a stopgap measure until we have affordable housing. He said that we will never have enough affordable housing. He said that emergency assistance helps in a crisis, but doesn't resolve the problem. Elaine Anderson said that the Interfaith Council does careful screening and works to prevent homelessness. Mr. Burchman said that he thought that assistance like this creates cycles of dependency. Elaine Anderson said that many of their clients were working people. Mr. Burchman said that the CPC's real mission is to develop long term solutions and that should be their focus. Mona Anderson asked if these were one-time dispersements or if the clients came back every month for more money. Bill Dougal said he was not in favor of the proposal. He felt that their mission was to develop the maximum number of housing units. He said the proposed housing assistance was a good idea, but would not solve the housing problem. Mr. Dougal said that there were many hardship stories, but that the CPC should focus on long term solutions. Steve Milkewicz said that he was on the fence. Elaine Anderson said that the Committee had to vote on the article today, because the deadline for submission is Friday. She asked if it should be a warrant article or not.

Steve Milkewicz said that it really was just a band-aid on a big wound. Howard Burchman said that it would establish a precedent and it would be very hard to back away from continuing to do it. Bill Dougal agreed that after two years the CPC would be put in the position of having to say no which is very hard in a small community.

Elaine Anderson asked if the members thought that the voters at the Town Meeting would support the article or if it would be a hot potato issue. Bill Dougal said that the hot button issues would be the additional money for the Cape End Manor, and Proposition 2 ½ and the Schools. Elaine Anderson said that the Committee could reverse their

decision and not put it on the warrant. Mona Anderson said that their purpose was to fund affordable housing, not to give emergency assistance, but she thought it was a way to gain community support for the CPC. She said that it was not really a lot of money and that the voters at Town Meeting would support the article. The Committee decided that they would speak with Christine Austin before making their decision.

Elaine Anderson said that they would adjourn the regular meeting temporarily for the Public Hearing. She said that there was a last minute proposal concerning the proposed laundromat and affordable housing units. She was not in favor of allowing the discussion because the application guidelines had not been followed. Other members agreed that it would be a liability to the CPC to allow it, because others would then want the right to apply after the deadline.

**MOTION:** Move to adjourn the meeting temporarily in order to hold the Public Hearing.

**Motion by: Howard Burchman Secended by: Mona Anderson Yea 5 Nay 0**

The Public Hearing was opened by Chairman Elaine Anderson at 10:02 a.m.. She asked the members of the Committee to introduce themselves to the other attendees.

The first item on the agenda was Application 200601 from the Board of Selectmen and the Provincetown Housing Authority. Elaine Anderson said that the CPC had approved one million dollars for the acquisition of 90 Shankpainter Road as a warrant article for Town Meeting. Bill Dougal asked if there were any updates on the purchase.

Keith Bergman said that the Town has scheduled a meeting with Cumberland Farms for next week. They will discuss whether the site will be capped or the contamination will be removed. Capping would cost \$300,000.00 and the removal would cost one million dollars. The cleanup of the site is Cumberland Farm's responsibility. Mr. Bergman said that Susan Connelly of the MHP was present to answer questions. He said he had no new definitive information. Mr. Bergman said that Cumberland Farms is happy with the CPC's approval of the warrant article and is going forward with the negotiations. Mr. Bergman said that in order to obtain low-income housing tax credits, at least 25 of the units must be low income. Depending on what other funding sources can be found, the mix of incomes will vary. He feels that they are going forward.

Bill Dougal asked if the BOS would support including a provision in the warrant article that conveyance of the site would be upon recommendation of the Community Preservation Committee. Mr. Bergman said that he didn't know what their opinion would be. Mr. Dougal thought that it was important for the BOS to have their recommendation prior to conveying the land. Mr. Bergman said that they would need to discuss it with the BOS, but that there was not time before the Friday deadline to submit warrant articles. He said that the CPC will be submitting the article, not the BOS. Mr. Dougal said that the CPC has provided funds in the past and then the plans have been changed. He would like to know that they are still following the plan before the land is conveyed. Mr. Bergman said that since additional funds to develop the property will be needed from the CPC, not to include them in the process would be foolish. Mr. Bergman suggested that the best way would be for the CPC to take a vote and then talk to the Town Counsel about the wording. He also said that the D, E.P. will make the ruling on capping the site or removal of the contamination. Mr. Bergman said that this ruling and other parts of the process will not happen by Town Meeting. It will take months to get and review the proposals for the development of the site.

David Nicolau said that, speaking for himself, he wanted a team effort and was interested in input from the CPC.

Elaine Anderson said that the warrant article would be a request of the CPC. She thought that it should come from the CPC, the BOS and the PHA. Mr. Bergman said that he could check with the BOS. Mr. Manning said that he would be agreeable.

Howard Burchman said that in the minutes of the previous CPC meeting, it said that the MHP requested that they work with one client. He questioned having "one client", given the joint involvement of the CPC, BOS and PHA. Susan Connelly explained that it meant that they want a single point of contact and that person would inform the others.

Keith Bergman said that the low income tax credit will be a significant funding source and may change the housing mix. Howard Burchman said that the low income tax credit can help bring in other funding. Bill Dougal said that the financing plan has to be connected to the land acquisition. He said there needed to be a checkpoint and he was not comfortable in conveying the land without the final recommendation of the CPC. David Nicolau said that the MHP will help with the funding sources.

Bill Dougal asked about the funding sources for the three warrant articles. Keith Bergman said that the one million for the first article will be borrowed, but the debt service will not show up until FY2008. He said the money for the other two articles will be appropriated out of fund balances. Elaine Anderson said that the complete proposals were at the Town Clerk's office and were available to the public. This ended the discussion of Application 200601.

The next warrant article concerned Application 200604 from the Pilgrim Monument and Provincetown Museum. [Bill

Dougal recused himself because he is on the board of directors of the PM&PM.] Elaine Anderson said the money will come out of Historic Funding. She said that with the centennial coming up, more people should be visiting the Monument, and it is important that the work be done. Ellen Burbank said that the lightning rod is 99 years old and is now out of code. They must add a rod to the other side of the building which will be covered in copper. Howard Burchman asked what would happen if other funding sources are not found. Ms. Burbank said they have identified some other possible sources of funding. If they don't get additional funding, they will have to use some of their reserve funds. Mr. Burchman asked if the scope would remain in tact. Ms. Burbank said that it would, but that they would have to prioritize what they did. Elaine Anderson said that they would have the \$58,000 unless the Town Meeting says no. Ellen Burbank said that they had to go ahead and fix the stairs, because it needed to be done before they reopen to the public. It ended up costing \$2800. Elaine Anderson thanked Ms. Burbank for coming and this ended the discussion of Application 200604.

[Bill Dougal returned to the meeting.]

The Committee continued with the discussion of the third proposed warrant article (creating emergency funding for housing assistance in the amount of \$20,000 for FY2007-FY2008). The Interfaith Council for the Homeless on Lower Cape Cod had been approached about possibly administering the funds and Christine Austin, the Executive Director, was there to answer questions. Ms. Austin said that they work with community groups in the area. They help people with money for rent, utilities, mortgages, and car payments if necessary. Their main purpose is to prevent people from becoming homeless, but they do work with the homeless also. They work with their clients to try and prevent recidivism. She said that they best serve the community by using their case management skills. They are privately funded. Their case manager comes to Provincetown once a week. She works on related issues also, such as food stamps and health issues. Elaine Anderson explained that they wanted the funds to be used exclusively in Provincetown. Ms. Austin saw no problem with this and said that they have the latitude to set boundaries, such as how much would be spent per case. Bill Dougal asked what happens when there is an eviction or foreclosure. Ms. Austin said often people panic. They help them to look at their options. Sometimes a temporary solution can turn into a long-term rental. Bill Dougal said that the CPC's mission is to get affordable housing for working people. He asked what percentage of their clients was working. Ms. Austin said that 53% are working and only 2% are on welfare. She said that there has been a rise in the number of senior citizens seeking their services.

Ms. Austin said that they participate with the County process, but don't seek government funds because they do not want to be locked into specific areas of need. This way they can help anyone. Howard Burchman asked how many of their clients were repeat clients. Ms. Austin said that at least 40% don't come back.

Elaine Anderson thanked Ms. Austin for coming and ended this part of the discussion.

## NEW BUSINESS

David Guertin, director of the DPW, Dana Ferris, and Ginny Bender were present with a new application regarding affordable housing and a proposed laundromat. Mr. Guertin started to explain the sewer hook-up situation concerning this project. Howard Burchman asked if the CPC should even be discussing the proposal at this time, since the application deadline has passed. He said that the CPC opens itself to liability if it considers an application outside of the existing process. Mr. Guertin said that he had talked to the Town Manager and it was a late breaking development. Elaine Anderson said that the discussion had not been posted on the agenda for the Public Hearing. She also said that they are not in the business of water gallonage. Elaine Anderson said that in fairness to all, the process must be adhered to. She said that they will probably have another cycle of proposals, but that the discussion was not appropriate for today.

David Guertin said that he had no problem with that decision and that the clarity of direction was refreshing. He said that affordable housing was part of the proposed project, so they may be back for the next cycle of applications. Elaine Anderson said that copies of the last RFP are available to give him an idea of what would be needed to apply. Bill Dougal added that the new RFP may be different.

Elaine Anderson then asked for a motion to end the Public Hearing and reopen the regular meeting.

**MOTION:** Move to close the Public Hearing and reopen the regular CPC meeting.

**Motion by: Howard Burchman Seconded by: Steve Milkewicz Yea 5 Nay 0**

Elaine Anderson said that the first item for discussion was the third warrant article concerning \$20,000 for emergency housing assistance. Steve Milkewicz said he would keep it on the warrant as a possible way to keep working people in Provincetown. The funds would have to go to Provincetown residents only. Elaine Anderson said that the money would not be strictly for housing, but would be emergency funds to prevent homelessness (such as paying for a car repair so that a resident could keep working). She said that the Interfaith Council would not take administrative fees

out of the \$20,000. She asked if the members wanted to put it on the warrant or not. Mr. Milkewicz said that perhaps they were not ready and that more discussion was needed. Bill Dougal said that this was a disconnect from their mission, although he did admire her work. Mona Anderson also thought that it was moving away from their mission, but thought maybe they could give them some money. She said it was an emotional issue, but was concerned that it was setting a precedent. Elaine Anderson said that perhaps they should remove it from the warrant article and talk about it at a later time. She said that part of their initial impetus was to help the community. Steve Milkewicz said that no matter what they do, Provincetown has changed and will be different. Mona Anderson said that it was compelling to her. She thought that it would pass at Town Meeting because it was an emotional issue. Steve Milkewicz said that the money was better spent on bricks and mortar.

**MOTION:** Move to remove the third warrant article: the CPC motion to recommend \$20,000 for emergency housing assistance to be administered by a successful applicant.

**Motion by: Steve Milkewicz Secoded by: Bill Dougal Yea 4 Nay 1 (MA)**

Elaine Anderson said that they were not ready to decide this at this time, but that they could bring it back later if they wanted to.

They then discussed the first warrant article concerning the acquisition of 90 Shankpainter Road. Bill Dougal wanted to insert the phrase “upon the recommendation of the CPC” after “and that the Board of Selectmen is authorized to convey said parcel” and before “on such terms and conditions and for such considerations,” He also thought that the article should come just from the CPC, with the support of the BOS and PHA, but not jointly with them. The other members agreed.

**MOTION:** Move to approve the first warrant article (Application 200601) with the insertion of “upon the recommendation of the CPC.”

**Motion by: Howard Burchman Secoded by: Bill Dougal Yea 5 Nay 0**

[Bill Dougal then recused himself.]

**MOTION:** Move to approve the second warrant article (Application 200604).

**Motion by: Mona Anderson Secoded by: Steve Milkewicz Yea 4 Nay 0 Abstain 1 (BD)**

[Bill Dougal returned to the meeting.]

## REVIEW OF MINUTES

- Elaine Anderson had a few minor clarifications.

**MOTION:** Move to approve the minutes of the CPC meeting on 1/31/06 with minor changes.

**Motion by: Mona Anderson Secoded by: Bill Dougal Yea 4 Nay 0 Abstain 1 (HB)**

## BROCHURE

- Elaine Anderson said that they would postpone the brochure discussion until the next meeting.

## OTHER BUSINESS

- The next meetings will be March 14<sup>th</sup> and March 28<sup>th</sup>. Bill Dougal said that March 28<sup>th</sup> will be the last meeting before the Town Meeting. He was concerned that things would be too rushed at that meeting. He wanted to have as much information as possible before the Town Meeting so that they would be well prepared. He is especially concerned about the income mix for the project. Elaine Anderson said she would invite the BOS and the PHA to both meetings.

**MOTION:** Move to adjourn the meeting at 12:00 noon.

**Motion by: Howard Burchman Secoded by: Mona Anderson Yea 5 Nay 0**