

# Provincetown Year-Round Rental Housing Trust Board of Trustees

Minutes: September 20, 2017

CD Conference Room, Town Hall, 260 Commercial Street, Provincetown

## 5:30 p.m.

YRRT Members Present: Kevin Mooney, Rob Anderson, Nathan Butera, Tom Donegan, Chris Andrews  
[5:36pm]

Staff: Community Housing Specialist Michelle Jarusiewicz

Public Statements: none

## Member Statements:

Tom Donegan: sent an email of thanks to the Town Manager for Community Housing Specialist Michelle Jarusiewicz attendance at 8am meeting on a Sunday and for getting MHP Assistant Director of Community Assistance Laura Shufelt to also attend.

## Executive Session:

Tom Donegan MOVE that The Year-Round Rental Trust Board of Trustees vote to go into Executive Session pursuant to MGL c30A, Section 21(a), Clause 6 for the purposes of: Clause 6 – To consider the purchase, exchange, lease or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body, and the Chair so declares, Harbor Hill's Condominium and Timeshare Resort and to return to open session thereafter; second Kevin Mooney.

Roll call vote: Rob Anderson	aye	Kevin Mooney	aye
Tom Donegan	aye	Nathan Butera	aye

Approved 4-0.

*Moved to Executive Session at 5:34 pm*

*Returned from Executive Session at 6:41 pm*

## Harbor Hill Recap:

RFP Architectural Services for Harbor Hill: Community Housing Specialist Michelle Jarusiewicz indicated that she had sent out about dozen RFPs in response to requests. There is a briefing session next Tuesday, 9/26/17 at 4 pm; while highly recommended, it is not mandatory to attend. Trust members are not required to attend and there should not be a quorum of Trust members in attendance. Nathan & Rob volunteered to attend.

RFP Management Services for Harbor Hill: RFP still in draft form.

## Harbor Hill Leasing Policies:

Non-Profit/For-Profit as applicant: Tom Donegan suggested that the Trust consider the possibility of non-profits and potentially for-profits have the ability to apply for a rental unit for year-round staff that would income qualify; they would be responsible for the rent. Kevin Mooney liked the idea but wondered how it would play out with the general public. Tom indicated that the challenge for the community is how to maintain core services. It is challenging for the hires to find housing. Rob asked why do businesses and non-profits need our help? Tom responded that it keeps businesses sound. Rob was not sure as it looked like it created an inside track. Nathan thought it feels complicated. Kevin thought it warranted future discussion; maybe in the future it could be a strategy to partner with an entity.

Priority for Appropriate Size Household: Michelle Jarusiewicz outlined the standard for appropriate household size is a minimum number of people equal number of bedrooms, i.e. 3 bedrooms would require at least 3 people. Some subsidized developments have very strict requirements which result in almost never can 1

person occupy a 2-bedroom unit with some exceptions. Since it is Town funds, we have more flexibility. In order to maximize the number of people that actually receive housing, she recommended while allowing single households to apply for a one-bedroom, giving priority to households of appropriate size. So an application with 2 people would take priority over an application for 1 person for a 2-bedroom unit. Total household income for eligibility still counts. Tom Donegan responded that if they are paying market rates, are income eligible, and can afford it, doesn't see the necessity.

Area Median Income Increase: Tom Donegan suggested the possibility of increasing the eligible Area Median Income range from 200% AMI to 300% AMI or 250%. The HUD income limits are not sufficient for two full-time workers in the same household; it is not a double income scenario but a small increment. For example, if two mid-range teachers applied to share a rental, they may be over income when you add both salaries. He suggested that the Trust could simply vote to do so. Michelle Jarusiewicz recommended getting legal counsel first through the Town Manager. Discussion to be placed on next agenda.

Harbor Hill Renovation Notes: All members agreed to give their notes from the site visit on 9/17 to Chris Andrews to consolidate. Tom Donegan asked if there is a requirement to paint units between changeovers? There is such a regulation in DC. Members did not think it was a requirement here. He indicated that more units were in good ready condition than he expected. Members discussed the possibility of changing some of the rugs that need replacement to wood.

Parking: Tom Donegan submitted a proposal for consideration of adding some on-street parking in that area. The parking would be open and not restricted to Harbor Hill residents. Members discussed possibility of charging for parking.

Winslow Street Ownership Units: Michelle Jarusiewicz distributed copies of the flyer for 2 one-bedroom ownership condos for sale. These units are town's first attempt at targeting the middle income ranges of 120% and 150% AMI.

Next Meeting:

Wednesday, 9/27 at 5:30 pm

Agenda to include work session on packet and presentation for joint meetings and Fall Forum potentially on Oct 25<sup>th</sup> to include narrative and pro-forma.

Note: Tom Donegan out of town for week starting 9/29.

Adjourned 7:38 pm

*Minutes by: Community Housing Specialist Michelle Jarusiewicz*