

# Provincetown Year-Round Rental Housing Trust Board of Trustees

Minutes: November 25, 2019

Caucus Hall, Town Hall, 260 Commercial Street, Provincetown

## 6:00 p.m.

YRRT Members Present: Kevin Mooney, Nathan Butera, Louise Venden, Doug Cliggott,

Excused: Chris Andrews

Staff: Community Housing Specialist Michelle Jarusiewicz, Acting Town Manager David Gardner

Community Development Partnership: David Abel

PTV Taping

## Public Statements: none

**Harbor Hill:** Community Housing Specialist Michelle Jarusiewicz outlined progress with Harbor Hill. Building #5 is fully occupied; renovations are ongoing. David Abel indicated that he has signed tenants for units for March 1<sup>st</sup> and is processing others including the accessible units.

Louise Venden MOVE to approve NEI PCO #13 for painting and patching at various locations for \$15,784.58 in buildings 4, 6, & 7 as presented; Nathan Butera second; approved 4-0.

**CDP Contract Extension:** Kevin Mooney, Josee Cardinal-Young, Jay Coburn, Rob Doane, and David Abel met regarding the finalization of the contract extension. They added the paragraph from the memo. Ms. Venden inquired as to why the more specific language from John Giorgio was not added. Mr. Mooney said that Josee and the CDP agreed to changes in the operations and the language was intentionally vague. The Trust schedule could lead to problems with timing of reimbursements. David Gardner spoke to Josee who indicated that she was very satisfied and had high level of confidence now; she is happy with the language. They are on the same page for reporting. Ms. Venden indicated that there are questions from the committee such as asking for revised budget, reno schedule, etc.

Mr. Mooney described the meeting saying that Josee and Rob Doane had several discussions with the biggest ask being the custody of the account and the reimbursement of CDP expenses. There was discussion on how in general things operated. Other terms are unchanged. This is more about execution and it is a work in progress. Ms. Venden said that her concern was financial control. If Josee is satisfied, she would go along. Do need budget updated, actual vs. estimated.

Nathan Butera said that if Josee is comfortable, that speaks volumes. Rob Doane is new. The accounts will be transferred; he is comfortable moving forward with the contract extension.

Doug Cliggott said that he doesn't see what can be added beyond what has been expressed by Kevin and Josee.

Nathan Butera MOVE to extend the Community Development Partnership contract by 1 year through 12/12/20 as proposed; Doug Cliggott second; approved 4-0.

## Financial:

Finance Director Josee Cardinal Young is away for a family emergency.

**Invoices:** Members discussed the water & sewer bill received that day. One bill for a unit seemed out of whack given the limited use. Doug Cliggott asked if the Town pays the same rates as everyone? What about the school?

Doug Cliggott said that in round numbers the rent schedule is about \$600K; the debt schedule is about \$600K. Need to pay for everything else. Louise Venden said that we need to have a better idea of where we are. Nathan Butera said that at some point the debt service will drop; the gap will drop and eventually be even. Doug Cliggott said that the glass is tremendously half-full. The Town has a great asset. The Trust is responsible to do everything it can for a modest subsidy. Ms. Venden said that Harbor Hill is not the end of it; we need more.

Kevin Mooney MOVE to approve the water and sewer bill as presented; Doug Cliggott second; approved 4-0.

**Meetings:**

Special Town Meeting 12/2/19 at 6pm regarding the VFW site.

YRRT meeting 12/3/19; Kevin Mooney indicated that he would be able to attend.

**Other:** Ms. Jarusiewicz presented the proposed rent schedule for the Cloverleaf project in Truro and noted the rent range included market rate units with rents comparable to Harbor Hill.

Mass. Housing Partnership has offered – within the Lower Cape Housing Institute- \$10,000 to assist us with collaboration planning with Truro.

Kevin Mooney asked about opportunity zones? Education? .

Adjourned 6:53

*Minutes drafted by:*

*Community Housing Specialist Michelle Jarusiewicz*