

Provincetown Community Housing Council

Grace Gouveia Building Room #10, 26 Alden Street

October 16, 2012

2:00 p.m.

Members Present: Joe Carleo, Michael Forde, Ann Maguire, and Kristin Hatch

Staff: Community Housing Specialist Michelle Jarusiewicz

New Members: Welcome to new members.

Public Statements: none

Housing Updates: Housing Specialist presented updates as follows:

HOUSING ADMINISTRATION ACTIVITIES:

90 Shank Painter Road: Construction is near 100% complete with 49 of the 50 units occupied. A Ribbon-Cutting Ceremony was held on October 3rd. Province Landing has a blog with construction photos, apartment lay-outs, etc. <http://provincelanding.wordpress.com/>. Of the 50 units: 44 units are households from Provincetown; 1 each from Wellfleet, Orleans, Yarmouth; 2 from Truro; and 1 from San Diego [former PTown resident]. That is about as local as you can get! There are some amazing stories behind these rentals.

83 Shank Painter Road: Construction is near 100% complete with 14 of the 15 units occupied.

Stable Path: CHR submitted a pre-application to the state on August 1st for the next funding cycle and was not invited to submit this round for the final application due October 1st. Note that there were 92 pre-applications and it is typical to apply several times before being funded.

Refinance & Resales: The refinance request for 27 Nelson Avenue was approved by the Town on 8/13/12. The Town received Housing Development Support Program grant funds in 2001 which was loaned to the Community Development Partnership to acquire and rehab this 2 rental unit property with 3-bedrooms each. The refinance will provide for some upgrades to the units including the installation of solar panels. On 9/26/12, the Town received a notice of intent to sell a deed-restricted one-bedroom condo at 68 Race Point Rd. #3. In accordance with the deed restriction, the Town can opt to purchase or find an eligible buyer. The response letter detailing the maximum resale price will be presented to the Board of Selectmen on 10/22/12 with a maximum resale price of \$97,819 PLUS resale costs. The Town has received an inquiry regarding 16 Harry Kemp Way [2 of 9 deed-restricted accessory & amnesty rental units], owner would like to change units to condos, can and how do we do that? Question has been passed on to Town Counsel.

CPA ADMINISTRATION ACTIVITIES:

FY 2014 Funding Cycle: The Housing Specialist and the CPC updated the annual CPA plan, guide, and application for the next funding cycle for FY 2014. Note that capital improvements on existing outdoor recreational facilities are now an eligible CPA category. The CPC expects to award up to \$400,000 in total grants for FY 2014 with applications due no later than Nov. 1, 2012.

CPA CP-3 Database Reports: The Housing Specialist updated the CP 3 information on 9/6/12.

Hawthorne Barn: Joshua Prager withdrew his request for CPA funding [\$75,000] as he intends to sell his property to his neighbor. It is their objective to rehab the structure as planned and to sub-lease it to 20 Summers for the programming that Mr. Prager proposed.

UU Ceiling Restoration: A grant agreement was approved by the Board of Selectmen on 8/13/12 and executed. The UU sent an appeal letter for the remaining funds and received about \$2500 in the first 10 days. Since a Preservation Restriction already is in place, the UU has begun the process for acquiring Mass. Historic approval of the work and have started a fundraising campaign for the remaining funds. They have communicated with a vendor for possible work in March.

Winthrop Street Cemetery Stone Restoration: Three proposals were received on the due date of 8/16/12 and are under review including Colonial Stone, Aegis Restauro, and Monument Conservation Collaborative.

Dunes Edge Campground and Snail Road Acquisitions: A LAND grant for the Snail Road open space property and a PARC grant for the Dunes Edge Campground open space and recreation property have been submitted to the State and are pending review. A draft update to the Town's Open Space and Recreation Plan has also been submitted.

GRANT ADMINISTRATION ACTIVITIES:

MCDBG EDF & ARRA 08: grant close-out activities are finalized with the exception of the final audit.

MCDBG 2012: Received notice of grant award for \$800,000 on 6/12/12. The fully executed grant agreement was received in August; Environmental Review clearance, dated 6/28/12, has also been received:

- \$635,000 for NUF Water Line: the installation of the water transmission main and electrical service from North Union Field to the distribution system at Dew Line Road – *the contract for the larger NUF project was approved and signed with construction underway.*
- \$198,748 for Resident Services: The proposed project includes the provision of a variety of services for the tenants living in TCB and CHR Provincetown properties. All residents of these properties qualify as low/moderate income [the primary threshold for this grant program]. This service will include advocacy and referral assistance for: alcohol and substance abuse, financial issues, budgeting, depression, domestic abuse, preservation of tenancy, medical, and other life issues. TCB will contribute office space, furniture, maintenance, and other basics – *met with John Economos on 8/30/12 to review scope, process, draft grant agreement, and timeline. Awaiting draft job description for Coordinator.*
- \$65,626 for general administration: grant administrator, advertising, travel, etc.

MCDBG 2012 Regional: Met with Regional Advisory Group on 9/6/12 to provide input and recommendation on proposals submitted for the regional Housing Rehabilitation program.

Did you know..... changes in poverty 2006 to 2010 for Barnstable County:

- The percent in households in poverty almost doubled: 6.2% to 12.0%
- The percent of individuals in poverty more than doubled: 5.1% to 11.3%
- The change in the percent of individuals under 18 in poverty is highly significant: 3.4% to 17.8%
- The percent of individuals 65 and over in poverty almost doubled: 4.4% to 8.7%

US Census Bureau, ACS Survey:

Federal poverty level: \$10,830 for individual and \$22,050 for household of 4.

UPCOMING DATES:

10/29/12	6:00 pm	Special Town Meeting, Town Hall
11/1/12	2:00 pm	CPA FY 2014 Funding applications due!
11/13/12	8:00 am	Housing & Community Development Conference, Worcester

Homeless Prevention Council update: *Chris Austin & Maggie Flanagan* updated members of their activities in the community including a brief description of their mission. Ms. Austin indicated that the demand for assistance for the applicants for the new developments on Shank Painter Road was higher than they expected. Applicants had some funds for first and last months deposit, but typically not enough. Assistance provided from the Provincetown grant ranged from \$150 to \$500 per household; often leveraging other assistance from Lower Cape Outreach. Ms. Maguire pointed out that dollars invested in homeless prevention are well worth it. It is not cheaper to be homeless plus there is significant toll on human beings. The cost savings is tremendous.

Currently there are two people living on the beach/in the woods, both local. They have also received calls regarding utility shutoff which is typical for the fall. The HPC did not receive any calls from the seasonal worker population.

Housing Office FY 2014 Budget & CPA Application:

The Housing Specialist explained her proposal for the FY 2014 budget cycle to mirror the FY 2013 budget cycle:

FY 2014 Budget Request and CPA Application:

Proposal to continue status quo of part-time housing office with part-time CPA Administrative duties and part-time grant administration:

The purpose of the Provincetown Housing Office is for the provision of direct staff support for housing activities including the development and creation of new community housing, preservation of existing housing, monitoring existing units, and support of the Community Housing Council [CHC]. The Town of Provincetown has had the development and support of affordable housing as a top town-wide goal since 1997 and has provided ongoing community dialogue and planning, developed numerous strategies, and provided funds in support of development. Staff support is needed for the implementation of such efforts. The Housing Office, in its sixth year, provides a cohesive and centralized contact point for all housing activity. In addition to staff support for new housing projects, the housing office provides a central location for ongoing housing activities such as re-financing requests, re-sales, etc. This application includes funding from both the housing component of the CPA budget [10 hours per week plus pro-rated health benefits and some expenses] as well as the CPA Administrative budget [5 hours per week]. Funding from the CPA Admin budget will provide for staff support of the Community Preservation Committee [CPC] and for CPA activities.

In FY 2013, the staff for the Provincetown Housing Office is a shared part-time position which includes separately funded grant administration as well. For FY 2014, that split will continue. The part-time staff person will provide staff support as described above for CHC and CPC/CPA with funding from CPA. Grant administration activities will be funded through grants. The Town expects that significant housing activity will persist in 2013/2014 as the Town continues to pursue housing strategies to meet the needs of the community including housing for seniors, for families, and for yearround and seasonal workforce needs. In addition to project directed activities, the Housing Specialist has been the point person for various activities including refinance requests, re-sales of existing deed restricted units, monitoring, and rent schedules.

The non-CPA grant administration duties are largely under the Massachusetts Community Development Block Grant program including the close out of older MCDBG grants, application for new funding, and implementation of the FY 2012 grant for the North Union Field water main and a Resident Services Program for the tenants of the deed restricted units. Other grant activities in the past have included the Massachusetts Historic Preservation Project Fund grants for Town Hall and the Library.

25 hours per week	CPA Housing	CPA-Admin	Grants	Total
	10	5	10	25
52 weeks @ \$41.68 /hr	\$21,673.60	\$10,836.80	\$21,673.60	\$ 54,184.00
longevity	\$ 800.00		\$ 800.00	\$ 1,600.00
12m BC/BS [80%]	\$ 9,480.00		\$ 9,480.00	\$ 18,960.00
	<hr/>	<hr/>	<hr/>	<hr/>
	\$31,953.60	\$10,836.80	\$31,953.60	\$ 74,744.00
other	\$ 1,500.00		\$ 1,500.00	\$ 3,000.00
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	\$33,453.60	\$10,836.80	\$33,453.60	\$ 77,744.00

Ann Maguire MOVE to approve the CPA Application for the Housing Office; Joe Carleo second; approved 4 – 0.

Minutes:

Kristin Hatch MOVE to approve the minutes for 6/5/12 regular session; Joe Carleo second; approved 2-0-2 [AM & MF]

Kristin Hatch MOVE to approve the minutes for 6/5/12 executive session; Joe Carleo second; approved 2-0-2 [AM & MF]

Joe Carleo excuses himself due to an appointment at 3:02 pm.

Seasonal Workforce Housing:

The Housing Specialist initiated the ongoing discussion regarding the issue of the need for seasonal workforce housing. There is also the concern for the use of limited resources – should the town use limited resources for seasonal workforce housing when there is still a great need for yearround housing? Many believe that the seasonal workforce housing is an issue for the business community to deal with. Many individual businesses do tackle the housing issue by providing housing. The very small businesses cannot afford to do so. Sometimes there are issues for the workers whose housing falls through. The seasonal workforce housing dilemma creates a myriad of issues including overcrowding and unsafe and unsanitary conditions. Seasonal workers often will not complain as to risk having no housing at all. Note that there are no funds, no grants at any level that will fund seasonal housing. The Housing Specialist is looking for various strategies that have been used elsewhere. Do we have any idea how many workers we are talking about? Solutions – partnerships? Cruise ships/housing over the water? Very small units? Trailers in Jerome Smith Lot where temporary town hall was? Need proposals for the town to react to.

6/6/12 memo to Board of Selectmen:

Newly elected Selectman Eric Yingling has requested a discussion about the need for affordable housing for our seasonal workforce. With the housing crisis of the past two decades, Provincetown faces greater pressure to provide housing for its seasonal workers. Most property owners strive for top rental dollars, often by the week, during the peak season. Most seasonal workers do not make enough money at their summer job to support those rents. While often identified as a need, the public policy perspective (at least in Massachusetts) has been that housing for seasonal employees in areas like ours is a cost of doing business/owner's expense that should not be subsidized from public tax money. There are no funds available besides local tax dollars or private funds. That being said, there are a few communities that address some of the issue with dormitory housing, usually for municipal employees such as seasonal police, fire, and rescue. We have looked at options in the past including touring numerous unutilized houses within the CCNS as potential sites.

Strategies used elsewhere include dormitory style housing, houseboats, zoning changes to allow for greater density, accessory apartments, allowing multi-unit housing

It is a significant issue that the business community has tried to address in a variety of ways including the utilization of international workers though J1 and H2B visas – all are complicated and imperfect.

Attached is an excerpt from NOAA: Coastal and Waterfront Smartgrowth along with an excerpt below of ideas from the Vineyard. Ideas include education, dormitories, cruise ships and house boats.

EXCERPT:

Island Plan Charting the Future of the Vineyard

7/27/09

Housing 5.2: Seasonal Workforce Housing

Objective H5: Encourage public-private partnerships to address seasonal workforce housing needs.

The Vineyard's year-round housing needs are compounded by the needs of the estimated 5,000 seasonal workers that come to the Vineyard during the summer. Some of the larger employers do provide temporary housing for their staff but the Vineyard is made up mainly of small businesses; over 70% employ 1–4 workers. It could be useful to look to public-private partnerships to address seasonal workforce housing needs. (Of course, the need to accommodate seasonal workers would be reduced if we used more year-round employees such as retirees and high school students.)

- *Strategy H5-1: Conduct an education and outreach campaign to raise awareness about seasonal workforce housing needs. The Martha's Vineyard Chamber of Commerce in collaboration with Island housing entities and regional entities can encourage owners of private residences to rent rooms to seasonal workers. Other benefits could include fundraising opportunities that could help assist in addressing the seasonal workforce housing needs like purchasing existing housing that will be transformed into boarding houses.*
- *Strategy H5-2: Create dormitory housing for seasonal workers. Encourage the private sector take the lead in financing and building units to be used by their employees. The public sector can assist by advancing zoning measures to facilitate the construction of dormitory housing in addition to helping to procure land. Dormitory housing could be in new or existing structures, or perhaps even in an old cruise ship if dock space could be found.*
- *Strategy H5-3: Consider revising zoning to allow recreational camping. Recreational vehicles and campground facilities could provide an alternative form of safe, decent, and temporary housing*
[end of memo]

Housing Forum:

There is a need for the community to come together, regroup, and discuss the housing needs and future strategies for Provincetown. With the recent completion of the Shank Painter Road developments, the applicant data and anecdotal information should be very useful. The Housing Authority is facing the need for improvements and the ongoing need for additional units. The seasonal workforce issue should also be discussed. The Housing Specialist proposed a multi-tier process; beginning with a round-table discussion with housing advocates, agencies, and interested parties. Then, a larger community-wide discussion or multiple discussions on separate topics.

When? Begin this fall and continue through to spring.

Where? Depends on scope.

Next meeting? Perhaps Nov 14th or 15th – poll members.

Kristin Hatch made a motion to adjourn. The motion passed 3-0

Meeting adjourned at 3:53 P.M.

Submitted by: Michelle Jarusiewicz, Community Housing Specialist