



BARNSTABLE COUNTY HOME CONSORTIUM

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BARNSTABLE COUNTY HOME CONSORTIUM ADVISORY COUNCIL
THURSDAY, September 7, 2017
INNOVATION ROOM, BARNSTABLE COUNTY COMPLEX
MEETING MINUTES

Members Present: Charleen Greenhalgh, James Kyrimes, Arden Cadrin, Nanette Perkins, Donna Kalinick, Katherine Wibby, Richard Carroll,

Members Not Present: Carl Brotman, Victoria Goldsmith, Laura Shufelt Ann Connolly, Michelle Jarusiewicz, , Paul Lagg, Elaine McIlroy, Aly Sabatino

Barnstable County Staff Present: Michelle Springer, Kathie Callahan, Heather Harper

Public Present: Dave Quinn, Jill Scalise

Michelle Springer facilitated the meeting. She welcomed Jill Scalise, Housing Coordinator for Brewster who will be appointed as the new Town of Brewster Representative to the Consortium.

- **Public Hearing for the 2017 Consolidated Annual Performance Evaluation Report (CAPER)** is being conducted today at 8:30 AM in the Innovation Room, Barnstable County complex, 3195 Main St., Barnstable, MA 02630. The purpose of this hearing is to obtain public comment from citizens, public agencies, community organizations or interested parties, oral and/or written testimony relative to the 2016 Caper as well as housing units in the HOME Consortium program performance.

Michelle Springer read the Notice of Public Comment Period which was posted broadly. The Barnstable County HOME Consortium has completed its 2016 Fiscal Year (July 1, 2016-June 30, 2017) utilizing U.S. Dept. of Housing and Urban Development's (HUD) Federal Fiscal Year 2016 HOME Program funds. The HOME Program was awarded \$394,512 to carry out the goals and objectives set forth in the 2015-2019 Consolidation Plan and Annual Action Plan for this period. A Draft CAPER outlining the year's accomplishments and challenges is available for public comment. Public Comment period will begin September 10, 2017 and end September 25, 2017. Written comments can be sent to the Barnstable County HOME consortium, PO Box 427, Barnstable, MA

02630. The CAPER is available for review online at <http://www.bchumanservices.net> or at the Department of Human Services, 3195 Main St., Barnstable, MA 02630. Requests for hard copies and any questions should be directed to Michelle Springer at 508/744-1224 or mspringer@barnstablecounty.org.

Michelle reported that this year's goal was not met as the # of projects completed this year was smaller as 3 rental projects did not close in the period of this report. All 3 will be added to next year and will far exceed goal with 33 HOME units to count and 141 total units created by those 3 developments. Did exceed the Down Payment and Closing Cost program goal of 5 with a total of 21 recipients receiving funding. There is only 1 designated CHDO on Cape Cod, Housing Assistance Corporation. We have been working closely with HAC to use CHDO funds. Tenant based rental assistance program is included in the CON plan. We will look at this at the end of this year.

CR10 – Racial and Ethnic composition of families assisted: Doing well overall. Will follow-up with HAC to get a report for last 6 months in regards to what they are getting with minority count. Maybe we need to look at alternative ways to advertise to some of these households. HAC is charged with doing outreach. Michelle will follow-up with HAC regarding outreach efforts.

CR15 – Resources and Investments: Describes amount of resources available over 5 years of plan, what program spent to date, where funds are allocated which is Barnstable County. See map attached outlining 21 DPCC's allocated across Barnstable County. Next year will show wider distribution of funds. Leveraging: We have exceeded the required 25% match of funds. Program income is income that gets paid back by items such as rehab loans, down payment loans etc. Exceeded goal by almost \$22,000. This helps because our funding is currently limited. Minority Business Enterprises, Women Business Enterprises, Minority Owners of Rental Property, Relocation and Real Property Acquisition: Zero at this time as these projects have not closed yet. Not able to meet goal of 5 CHDO units due to the lack of certified CHDO's in Barnstable County. With the increase in the DPCC program, staff will monitor to see if increases continue and consider allocating more of the 2017 and 2018 HOME funds to the DPCC program. Due to higher priced housing market on Cape Cod, majority of DPCC clients were in the moderate income category.

CR25 – Homeless and other Special Needs: Barnstable County is the convening entity and provides staff support for the region's Continuum of Care (CoC), Regional Network on Homelessness. The CoC strategy to address homelessness includes outreach to engage unsheltered homeless to link them with emergency shelter, physical and mental health services, and case management including housing. The Regional Network has also implemented a Coordinated Entry System to match the most vulnerable households with available housing units. Consortium staff work in conjunction with the CoC and continued to keep apprised of services to the homeless in our region. The Consortium will also consider a TBRA program in the later part of this five-year planning period.

CR30 – Public Housing: The HOME Consortium has no public housing projects invested with at this time. New this year: State funded Housing Authorities are required to have a resident representative on their 5 member Board of Commissioners.

CR35 – Other Actions: This section speaks to actions taken to address obstacles to meet underserved needs, reduce lead-based paint hazards, reduce the number of poverty level families, develop institutional structure, enhance coordination between public and private housing and social service agencies. Also identifies actions taken to overcome the effects of any impediments.

CR40 – Monitoring: This year the County contracted with Fine Point, a monitoring agency, to undertake the monitoring. Monitoring reports attached. The Consortium partnered with Fine Point which allowed costs to be shared with the state as about half of our projects are also DHCD funded. Fine Point conducts housing inspections, rent approvals etc. This has been a huge cost savings and is working well. Citizen Participation Plan – outlines process for public hearing, public notices, etc. Note: correction on pages 16 and 17 – change year from 2016 to 2017.

CR50 – On-site inspections – Now being handled by Fine Point. Program Income Report - HUD now requires report verifying where funding is spent i.e. rental, DPCC program etc.

Public Comment: None at this time.

Michelle will forward the final report to the members of the Consortium prior to sending to HUD.

Charleen Greenhalgh motioned to close the Public Hearing, seconded by Richard Carroll. Unanimously approved.

- **Vote to Approve Minutes of July 13, 2017:** Motion by Charleen Greenhalgh, second by Richard Carroll to accept July 13, 2017 minutes with a correction on page 3: Brewster Report from Donna Kalinick: change name from Joan to Jillian. Charleen Greenhalgh motioned to approve the July 13, 2017 minutes with the correction, seconded by Richard Carroll. Approved with Nanette Perkins abstaining.

- **Discussion/Vote to approve Revisions to the Barnstable County HOME Consortium Rental Housing Development Project Underwriting, Subsidy Layering, and Risk Analysis Evaluation:** Discussion of possible increase of development costs per unit or per square foot. Michelle looked into what the state was doing. Also, cleaned up project cost analysis and finished final numbers. Beth and Michelle compared reports and the way DHCD prepares this report is different and difficult to use for comparison. DHCD uses more of a max limit not based on square footage. DHCD takes additional factors into consideration. After reviewing past minutes, Michelle found that the HOME Consortium made a \$50,000 per unit and per square footage increase in December 19, 2013 minutes. We have not had anyone request more that could not be accommodated. Richard Carroll motioned, seconded by Nanette Perkins to accept the Analysis Evaluation with revisions to the project cost analysis and leave development costs as is in the report. Approved with Katherine Wibby abstaining. Michelle will send out the final report to members of the Consortium.

- **HOME Program Staff Update – Michelle Springer:**

- Received the letter from HUD requesting return of \$53,898.60 in unused CHDO funds which are used for a nonprofit project, as of September 30, 2017. This was expected. We are working with HAC on a 2016 project to use these funds for.
- Michelle will forward DHCD email addressing funding rounds. DHCD will have a mini-competition in October and Trust Fund applications are due November 2017 for rental round competition for 2018 funds and another small scale funding round will be open March 2018.
- There was one Cape project that had requested funding from the HOME program and got funding from the state – Cape Village in Orleans. Will set up conference call with DHCD, HOME and Cape Village to answer any questions before being brought to the Committee for review. Cape Village requested \$250,000, HOME only has \$230,000 at this time so there needs to be some discussion around this request. Michelle will gather necessary info and bring to Committee for review.
- Village Green II is all leased up. Fine Point will set up monitoring visit.
- Coady School is almost full. Michelle is waiting for a response regarding status.

Town Reports-

- **Richard Carroll – Yarmouth:** Dakota partners did not get DHCD funding. They are debating re-application for October round. Final building of the Cavalier Motel has not been taken down yet. Down the street, Commonwealth Community Developers has submitted a proposal to raze and replace Yarmouth Gardens Motel with 40 units of 100% affordable housing. The Housing Trust is supporting this. CPA fund applications are due next week by the town.
- **James Kyrimis – Dennis:** Dennis Affordable Housing Trust bought a 2-unit building at 72/74 Swan River Road, Dennisport for \$350,000, putting about \$50,000 into renovations. Negotiating with Dennis Housing Authority for a triple net lease management contract. Hopefully will be in place by mid-October. This project is candidate for Ready Renter list. Hope to start leasing out by early to mid-part of November. In the pipeline: Dan Fortier, Town Planner, and Susan Witte are working on a complex project on Mill Street in West Dennis. It will be a joint use between a day care center and the Affordable Housing Trust. Complications arose in terms of the land itself as the ownership of the land was granted to the town for a specific use which did not include affordable housing. The adjoining parcel is occupied by a day care center now so the plan is to swap the use of the two parcels. This will be a legal test with planning stage beginning the middle of next year. The Veterans housing project got full town approval but has some individuals raising some issues with the deciding factor being the courts.
- **Katherine Wibby - Orleans:** The town of Orleans is finishing their demographics and housing study. One of the recommendations is establishment of a municipal Affordable Housing Trust. There is a Trust Fund in Orleans but it was established before the statute was enacted so it limits capabilities to move forward on projects in a timely manner. Working with Sheri Gohring on this.

- **Donna Kalinick – Brewster:** In the process of looking at establishing a town Housing Trust. Have full CPC support for affordable housing in Brewster. Held a Habitat wall raising for first 6 units of [redacted] development and was well attended. Brewster Woods project did get state approval from DHCD so will be moving forward to file for 40B.
- **Charleen Greenhalgh – At large:** 40B finally got approved for West Harwich project. Working on an Affordable Housing Trust modeling what Yarmouth has. Not sure if there will be CPC support. 9/8/17 meeting with folks from Brewster, Orleans and Chatham to discuss Housing Coordinators. Perhaps two or three towns will work together to hire one full-time Coordinator. In May will go to town meeting to create the Housing Trust and also go get funding through CPC. The tall monopole in Harwich with flag is a cell tower. Proceeds from this from SBA goes into Affordable Housing Trust overseen by the Board of Selectman for approvals to use funds.
- **Heather Harper:** Regional Market Analysis: quick turn-around to develop data for 15 communities. Report was submitted June 30th. Released report on 9/8/17 which contains lots of data. The report can be found on the Cape Cod Commission website. Takeaway – what happened with the housing market during the recession and demonstrating what the housing market demands are. The greatest housing stress currently is for those earning 80% of the median or less. More stress on the outer Cape than upper Cape. Study clearly demonstrates that without change that that stress is going to double the number of people impacted by creeping up into those earning over 120% of median income. We need to do as much as we can now to develop a framework for communities to plan for housing that can meet the needs of those earning 100-120% above median. Expect that these can occur without additional subsidy if the infrastructure and density is authorized by communities. Heather will be presenting on findings across the Cape and working with communities on planning for future housing needs.
- **Donna Kalinick:** On 9/8, 11:30 AM-1 PM at the Truro Community Center - State Rural Communities Commission presentation.

Meeting adjourned at 9:35 AM – motion by Richard Carroll, seconded by Nanette Perkins, unanimously approved.

Next meeting November 9, 2017

Meeting materials distributed:

1. Agenda
2. Minutes of July 13, 2017
3. Rental Housing Development Project Underwriting, Subsidy Layering, and Risk Analysis Evaluation: Policies and Guidelines
4. Notice of Public Comment Period on 2016 CAPER

