



BARNSTABLE COUNTY HOME CONSORTIUM

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BARNSTABLE COUNTY HOME CONSORTIUM ADVISORY COUNCIL THURSDAY, December 15, 2016 INNOVATION ROOM, BARNSTABLE COUNTY COMPLEX MEETING MINUTES

Members Present: James Kyrimes, Elaine McIlroy, Anne Connolly, Nanette Perkins, Jillian Douglass, Richard Carroll, Laura Shufelt, Alyxandra Sabatino, Carl Brotman, Victoria Goldsmith

Members Not Present: Paul Lagg, Michelle Jarusiewicz, Neva Flaherty, Charleen Greenhalgh

Barnstable County Staff Present: Michelle Springer – HOME Program Manager, Beth Albert, Director - Barnstable County Human Services, Heather Harper, Community Design/Affordable Housing Specialist – Cape Cod Commission, Kathie Callahan – recording.

Welcome & Introductions: Michelle Springer welcomed the group and facilitated the meeting. Introductions were made by individuals. Michelle introduced Aly Sabatino, Town Planner, new Harwich Representative to the HOME Consortium. She also reported that Neva Flaherty's appointment is expiring and she will not renew. Will have new rep from Housing Committee in Orleans.

Barnstable County Home Consortium Minutes of August 18, 2016: Richard Carroll motioned, seconded by Elaine McIlroy to accept the August 18, 2016 minutes as written. Unanimously approved with 4 abstentions – Laura Shufelt, Victoria Goldsmith, Arden Cardrin & Carl Brotman.

Discussion/Vote on the request to increase the HOME Down Payment and Closing Cost Allocation to HAC: Michelle received a request letter from Karin Barr at HAC asking for an infusion of \$50-60,000 in additional funds for the Down Payment and Closing Cost Program. Michelle reported that there is approximately \$65-70,000 left in 2016 HUD funds to be allocated by September 2017, which could cover down payment allocations for 4-6 more households. There will be no additional funding available until September 2017. Richard suggested putting \$10,000 in reserve. There is \$115,000 remaining in CHDO funds. Michelle confirmed that funding received in September could be conditionally committed to projects submitted prior to September and requesting funding in 2017. Michelle reported that towns are tracking who is coming in for first time home buyers classes, applications etc. Noted that outreach is important, some is being done but could be more i.e. MLS group, lenders. Michelle will follow up with Karin Bar at HAC regarding additional outreach. Michelle is doing outreach to Housing Authorities and will get a list of lenders that Karin sends info to. Michelle noted that one of the charges

per the CAPER is outreach. Victoria asked if information about the Down Payment and Closing Cost program could be sent out to members that is appropriate for posting on social media venues as well. Jillian Douglass motioned, seconded by Arden Cadrin that the DPCC program funding through HAC be increased by \$60,000 from 2016 HUD funding. Motion passed with Nanette Perkins abstaining.

Clarification on the use of HOME funds in regards to special populations: Michelle contacted Attorney Michael Dutton regarding clarification and guidance on the appropriate use of HOME funds, and the types of projects which are eligible for HOME funding and special targeted populations, including projects designed to serve specific tenants with disabilities (Memorandum distributed). The Consolidated Plan currently identifies several target populations but does not include veterans. His comments are based on the requirements of the HOME regulations found in 24 CFR 92.253, the Affirmative Fair Housing Marketing Plan rules, and current DHCD and County Consortium rules. First, we need to have special targeted populations included in the Consolidated Plan re: priority needs. If it is not in the Consolidated Plan and the Plan needs to be amended, would need to be able to show why we are amending the Plan and the need. A new provision of the federal regulations provides that preferences may be given to disabled populations who need services offered exclusively at the project, if certain specific conditions are met. Also, if a municipality wishes to implement a local selection preference, additional conditions must be met as well. The HOME funds program only preference allowed is a preference of 70% with proof of the need. For complete details refer to Attorney Michael Dutton's document of explanation. Reps are responsible for sharing this information with their various town boards.

Update from Heather Harper, Community Design/Affordable Housing Specialist Cape Cod

Commission: Working on updates to Cape Cod Commission website including developing an interactive web map that would identify all housing related services available in a particular community. Will be working on the web map portion over the next several weeks and would like to circulate to Home Consortium members for review and comment before it goes live. Beth noted that Heather may want to check out the housing section on the Dept. of Human Services website also. Have awarded the contract for the Regional Market Analysis to Crane & EPR from Vermont who does all the funding formulas for the state of Vermont. Team will also include several staff members of the Cape Cod Commission. First scoping meeting next week and will have the full scope finalized within next couple of weeks and posted on website. Also building in a review panel with the study. Outcome will be housing supply goals for each of the regions on Cape Cod.

HOME Program staff updates:

Michelle Springer:

- **Gull Pond Road, Wellfleet:** Should be closing today 12/15/16, includes 6 rental units.
- **Advisory Council Meeting Schedule:** Would like to have February meeting to get started on Annual Plan earlier this year and hold the public hearing on February 16, 2017. Members agreed to meet quarterly, approximately every 3 months. Annual Plan is due in May and public hearing for Caper will be held in August. Michelle is going to work in conjunction with Yarmouth and Barnstable who are also doing an Annual Plan. Look at ways to share information and cut costs. Group agreed that quarterly meetings work well and next meeting will be February 16, 2017.
- **CAPER:** CAPER has been accepted by HUD.

Other Business:

Town reports:

- **Nanette Perkins, Sandwich:** Waiting to open proposals on development on George Fernandez Way development. RFP out 3 years ago with no response but have had some new interest in project.
- **Victoria Goldsmith, At Large:** Habitat projects: Currently under construction include 4 – Chatham, 6 – Yarmouth, 2 – Mashpee. Site development active projects include 3 – Truro, 14 – Brewster in two phases – phase one, 6 homes under construction in 2017, and start site work for 4 homes in Barnstable in 2017. Truro projects are using “extra green” building techniques. 12 units in Falmouth going through CPC application and early permitting stage with Zoning board. Signed land disposition for 2 homes in Dennis yesterday. Federal Home Loan Bank of Boston has annual rounds of significant funding for rental and home ownership housing and will announce our region shortly. To apply for FHLB you need to find a member bank that will sponsor the grant. Find more info on FHLB website.
- **Jillian Douglass – Brewster:** Brewster’s Housing Partnership is working on wrapping up its Housing Production Plan. The Plan will go before the Selectmen on Monday, 12/19/16. Through this process, outreach and workshops with general public were productive and got creative suggestions and strategies. Habitat projects moving along despite several “bumps” in the process and citizen concerns. \$100,000 CPC allocation approved to Cape Cod Village in Orleans towards a regional project. Application submitted to POAH for the T-Time property in Eastham, requesting \$200,000. Application for Eastham project just filed with CPC, CDP is proposing and Stafford is financing entity. Has a local restriction, lean on property – if the property ever goes out of affordable use, then the funds should be paid back to the town. Jillian is going to be taking a job as HR Director in Chatham. Not sure who the new Brewster rep to the HOME Consortium will be. Brewster Housing Partnership is the active entity in Brewster on housing and possibly a new rep from that group.
- **Richard Carroll – Yarmouth:** Building 6 Habitat homes. The town passed Route 28 redevelopment zoning to address the abandoned motels for possible redevelopment. Distributed plans for Yarmouth apartments. Yarmouth Housing Trust awarded \$2.1 million to the Dakota Partners for the redevelopment of the Cavalier Motel sight. Brought everything into compliance with current zoning. Only potential drawback is that the zoning is a local ordinance so if the neighbors, with their legal representation, get through the local Planning Committee, they can present zoning changes at the next town meeting. Dakota is applying for tax credits in the next round at the State level. Once they get awarded the building permit they can start construction hopefully in Fall 2017.

Richard requested a Letter of Support from the HOME Consortium for this project which will add 69 affordable rental units, three 2-story buildings, income 60% and below, of a few 1 bedroom, mostly 2 and 3 bedroom units, in the town of Yarmouth. Victoria Goldsmith motioned, seconded by Nanette Perkins that the HOME Consortium write a formal Letter of Support to accompany the tax credit application for the Yarmouth Affordable Housing Trust Motel Redevelopment Program through Dakota Partners Redevelopment of the Cavalier Motel.

Motion approved unanimously. Next project Yarmouth Gardens Motel site. Town of Yarmouth will be issuing RFP in January.

Richard is working with AARP on tax preparation services for low and moderate income individuals and seniors. There are services in the senior centers across the Cape during the day but they charge for space usage after 5:00 PM when they are typically closed. Looking for available free space across the Cape in the evening with wireless network access. Contact Richard with space availability, one evening per week, approximately 3 hours through tax season for tax preparation counseling. Suggested checking with libraries for availability.

Anne Connolly – Falmouth: Newly created Housing Coordinator Position in the town of Falmouth was passed at Town Meeting. 3 year Falmouth Affordable Housing Fund grant with administrative support, \$300,000 grant, \$100,000 a year. The Department that this would come under, the Community Development Department, and funding and classification of the Directorship did not pass Town Meeting. This will be looked at again in the Spring. Discussion regarding some issues regarding interpretation of the use of CPA funds for the Falmouth Housing Authority. Housing Trust Project, Odfellows Hall, received certificate of occupancy despite a couple hiccups. Lease up moved to January 1, 2017. Liberty Green, 40B project off Main Street in the Zoning Board of Appeals process now. Significant public opposition. Falmouth Human Services Committee has 2 RFP's, one for homeless prevention went to HAC partnering with Belonging Together group and the other RFP for \$20,000 to address the outmigration of the young workforce will be released in early January to address support of young professionals. Responses due late January/early February. Both RFP's are \$20,000 a year for 3 years. Cape Cod Young Professionals will hold their Smarter Cape Summit in the Spring of 2017 at the Seacrest Hotel. Falmouth Economic Development Industrial Corporation has engaged Judy Barret to provide direction with the Housing Demand Study completed in 2014. Housing Production Plan is being vetted by the CPC. The Affordable Housing Committee has requested money to hire a consultant to do a Housing Production Plan.

Arden Cadrin – Mashpee: 2 Habitat projects under construction. Parcel that the Affordable Housing Committee is looking at for development. Mashpee Commons 5 or 6 units under construction are affordable units.

Aly Sabatino – Harwich: Just started as Town Planner in Harwich about a month ago. Will have updates at next meeting.

James Kyrimes – Dennis: Housing Needs Study almost finalized, should have a draft for circulation in early January. Route 28, West Dennis project, currently retail, 3-unit redevelopment site, 60-80% AMI, early stages. Veterans Housing project – House with 5 units of supportive housing, single building at Rt. 134. Got Board of Selectman approval in November. Land should be signed and transferred over to Habitat by end of December. Ready Renters list: Yarmouth and Dennis, joint venture will save on preparation costs. Dennis is working on tax incentive component of Affordable Accessory by-law which would require legislative approval and then going back to the town. Get program up and running without this component and will revisit in future. Beth is compiling information on towns that have Affordable Accessory by-laws. Dennis has new part-time Housing Coordinator, Susan Bennet-Witte, with CPC funds.

Heather Harper – Cape Cod Commission: Spring Bars Road project in Falmouth permit hearing scheduled for January. 24 units up to 100% with focus on 30-60% of median income. Liberty Green project, little over 4 units per acre, very dense in terms of amounts of units being proposed. Site eligibility letter from the Housing Authority was good and opens up conversation on aspects of the project.

Laura Shufelt – Barnstable: Discussions regarding affordable housing and homelessness issue. Mass Housing Partnership has been asked to assist with that effort and evaluating need for feasibility study. Habitat has a project coming up. Main St. in Cotuit – 2 affordable condos, age restricted. Applications due February 5th, info session on January 10th. Over 55. active adult, development going in, 230 units in Independence Industrial Park. 22 units will be affordable per Barnstable Housing by-laws. Market rents will be over \$3,000.

Carl Brotman – Truro: 3 Habitat houses coming in the Spring. DOT land, 3.9 acres. Hired a consultant hired to help with permitting. Grant from MHP for the engineering. Klein House settlement: Housing Authority voted to request a substantial portion of the funds. Ultimately will hopefully get some of the proceeds.

Elaine McIlroy – Wellfleet: Buy Down program: have done 3 without having program approved by DHCD. Now have program approved by DHCD and have \$125,000 to buy down cost of existing home. CPC money to do two of them. Application process just ended, received 5 applications all from young people. Consultant establishing if applicants are eligible and if a lottery is required will do that on January 9th. Elaine is on CPC Committee as representative from Housing and heard presentation to give \$100,000 for T-Time project, asking Eastham for \$600,000, Brewster and Orleans for \$200,000 and Wellfleet and Truro for \$100,000. Assured that if you put in money in initial phase, people from your town would be included in the local preference but they were not 100% sure if that is truly the case. Need more information on this.

Other business not anticipated by chair: None

Next meeting Thursday, February 16, 2017, Public Hearing for Consolidated Plan

Meeting adjourned at 10:05 AM

Meeting materials distributed:

1. Agenda
2. Minutes of August 18, 2016
3. Memorandum from Attorney Michael Dutton re: Preferences
4. Yarmouth Apartments Site Plan
5. HAC – DPCC program funding request letter

Respectfully submitted: Kathie Callahan