



BARNSTABLE COUNTY HOME CONSORTIUM

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DRAFT

**BARNSTABLE COUNTY HOME CONSORTIUM ADVISORY COUNCIL
THURSDAY, April 5, 2018
INNOVATION ROOM, BARNSTABLE COUNTY COMPLEX
MEETING MINUTES**

Members Present: Charleen Greenhalgh, Carla Feroni, Michelle Jarusiewicz, Carl Brotman, Laura Shufelt, Jill Wertz-Scalise, Aly Sabatino, Victoria Goldsmith, Nanette Perkins

Members Not Present: Elaine McIlroy, Arden Cadrin, James Kyrimes, Paul Lagg, Katie Wibby, Richard Carroll

Barnstable County Staff Present: Michelle Springer, Beth Albert, Kathie Callahan

Public Present:

- Michelle Springer facilitated the meeting and welcomed participants. Michelle noted that the next two HOME Consortium Advisory Council meetings are scheduled for June 21 and August 16, 2018.
- **Public Hearing on HOME 2018 Annual Plan:** Michelle opened the Public Hearing at 8:40 AM. She read the Notice of Public Hearing which was posted publicly in English, Spanish and Portuguese, and posted in the Cape Cod Times newspaper. In accordance with the requirements of the U.S. Department of Housing and Urban Development that provides funding to the County for the HOME investment Partnership Program and with the provisions of the Consortium's Citizen Participation Plan, the Consortium, prior to publishing the FY2018 (July 1, 2018-June 30, 2019) Action Plan will hold a public hearing. The purpose of the hearing is to obtain the comments and views of citizens, public agencies, community organizations and other interested parties on the Barnstable County housing needs, the scope of HOME program activities. Michelle noted that she has been told to use the same funding amount as the FY2017 allocation which was \$394,500.

Michelle reviewed the highlights of the 2018 Draft Barnstable County HOME Annual Plan:

- **AP-05:** looks at the evaluation of past performance and the Citizen Participation process and consultation process between 7/1/17 and 4/4/18. **BC HOME DPCC** issued 6 loans with a goal of

assisting 5 households. We exceeded that goal by 1 to date and there may be one more shortly. Information on 6 loans was distributed and reviewed. BC HOME completed two rental development projects. Had a goal of 30 rental units with 5 of them being CHDO funded. We completed 22 units with two projects. Coady School and Gull Pond Road, that are just finishing now will be counted on next year's report. Village Green II in Hyannis resulted in a total of 60 affordable rental units, 11 of them HOME units, and 15 project-based units reserved for individuals or families who are homeless or at risk of homelessness. Laura Shufelt noted that Housing Assistance Corporation continues to connect folks to community-based services and offer tenant mediation to their clients. Stable Path in Provincetown resulted in a total of 23 units, 18 of which will be affordable and 11 of those are HOME units. The nine 30% AMI units will be assisted with 5 project-based Section 8's and 4 project-based MRVP's. Michelle emailed all 15 Housing Authorities on the Cape inquiring about actions planned during the next year to address the needs of public housing and to encourage public housing residents to become more involved in management by having a resident on the Board and participation in home ownership. This is for public housing only. There is currently no process yet regarding resident participation on Housing Authority boards.

- **AP-10:** Consultation in regards to Continuum of Care and efforts to address the needs of homeless persons and persons at risk of homelessness. Also, consultation with Continuum of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS. Michelle consulted with Martha Taylor, the Barnstable County Human Services Continuum of Care Project Manager who was able to offer a large amount of valuable information for this section which is of interest to HUD.
- **AP-15, 20, 38 – Expected Resources:** As noted above we were instructed to use the same funding amount as the FY2017 Allocation which was \$394,500. This is broken down as follows: 10% to Admin - \$39,450; 15% to a CHDO (Community Housing Development Organization) - \$59,175; \$245,875 to Rental Housing Production; and \$50,000 to First Time Homebuyer Down Payment and Closing Cost Loan program. It was noted that unused CHDO funds now need to be returned if not used. HAC is the only eligible entity on the Cape who can use CHDO funds. Michelle will forward CHDO guidelines to members of the Consortium.
- **AP 50 – Geographic Distribution:** Addresses funds that can only be used for any of the 15 towns in Barnstable County that are physically connected. Cannot distribute funds to the Islands or off Cape.
- **AP-55 – Proposed Annual Goals for 2018-2019:** These goals are laid out in the 5-year Consolidated Plan as follows: Rental Housing Production – 20 units; CHDO Rental Units – 5 units; Down Payment and Closing Cost Loans – 5 households.
- **AP-75 – Barriers to creating affordable housing on Cape Cod:** Have not changed much over the last year and include Federal housing policy, limited wastewater infrastructure, limited public resources and town capacity, land use policies, neighborhood and community resistance,

etc. Michelle noted that a lot of towns are adding Housing Coordinators, i.e. Truro, Falmouth, Barnstable, Yarmouth, Dennis, Bourne & Brewster, or sharing the position amongst several towns i.e. Chatham, Orleans, & Harwich looking at hiring a joint coordinator with CPC funding. Having a housing coordinator should improve town capacity. Michelle will add this information to the Annual Plan.

- **Public Comment:** Beth Albert: Review section AP-75, add more information and check accuracy of information. Be sure to include the limited available land for affordable housing due to the size of the National Seashore and prices of homes being extremely high. Also note that second home buyers are picking up reasonable priced available housing before residents can purchase. Suggestion to invite HUD to the Cape for a roundtable discussion.

- **Vote/Discussion on 2018 HOME Allocations:** 2018 HOME Allocations were discussed. Michelle noted that in addition to the \$50,000 allocated to DPCC program, any repayment of DPCC loans at time of sale of home, these funds are reallocated to this program. Laura Shufelt motioned to accept the 2018 allocations of \$394,500 with the following breakdown: 10% to Admin - \$39,450; 15% to a CHDO - \$59,175; \$245,875 to Rental Housing Production; and \$50,000 to First Time Homebuyer Down Payment and Closing Cost Loan program, seconded by Charleen Greenhalgh, unanimously approved. Michelle will forward any updates to the Plan prior to submission to the Consortium via email.

- **Close of Public Hearing:** Charleen Greenhalgh motioned, seconded by Nanette Perkins to close the Public Hearing of the 2018 Annual Plan, unanimously approved.

- **Vote to Approve Minutes January 31, 2018:** Charleen Greenhalgh motioned, seconded by Carl Brotman to accept the January 31, 2018 minutes as written. Approved with Jill Wertz-Scalise, Victoria Goldsmith, Laura Shufelt, Aly Sabatino and Nanette Perkins abstaining.

- **HOME Program Staff Update – Michelle Springer:**
 - Did receive funding applications for Little Pond Place in Falmouth for \$225,000 in HOME funds. They did go in for the DHCD round. This development is a mix of 1, 2, & 3 bedrooms, 30-80% AMI. Second round of DHCD funding.
 - Received application from Sandwich Housing Authority for the George Fernandes Way project for \$440,000. 30 units of family and individual housing. Women’s Institute of Housing and Economic Development is producing this project.
 - Continue to work on Cape Cod Village environmental review.
 - Received nothing in writing yet from HUD on Coady School or Village Green II funding they are reviewing. Will forward info when received.
 - Deed Restriction Workshop is being planned for June 21, 2018 meeting.
 - Working on deed restricted resales, 2 in Orleans, 2 in Wellfleet, and 2 in Sandwich.
 - Next two HOME meetings being planned for 3rd Thursday in June (21st) and August (16th).

Town Reports:

- **Laura Shufelt - Barnstable:** Town of Barnstable has not accepted the grant for the old elementary school building. At the last CPC meeting, discussion of field study to use property for baseball fields.
- **Victoria Goldsmith – At-Large:** Raising walls on four Marston Mills homes on River Road on June 9th. Two developments in Brewster 14 homes, 1 finished, 5 in development to be finished in July and August and Truro - 3 homes, 143 Route 6. Falmouth - permitting hearing, technical glitch which lost another month so first hearing will be April 19th. Hosted some USDA officials at Brewster site. Beth Wade, former CEO at Champ Homes will be joining Habitat staff in June as Acquisition and Permitting Manager. Chris Durin, former CEO of Homebuilders Assoc. will join Habitat as a fee consultant for FHL, CPC, and other government-like project grants.
- **Carl Brotman - Truro:** Three Habitat homes framed and getting sided, one of which has a composting toilet. Did a Housing Production Plan this year and got it out to DHCD last month. Second home market is a driving force for home sales on the outer Cape. 75% of homes in Truro are second homes. Median home price in Truro is \$680. 70% of Truro encompasses the National Seashore. Amidst of working on the clover leaf project which is land received from the state. Most important to link water to site. Water comes from Provincetown into North Truro but need to link to site which is about 1,500 feet away. Senator Cyr has put money into an appropriation at the state level. Hopefully will get funding from Town meeting. In the midst of creating a housing program with the Housing Authority for this project. Reports show that 2/3 of people living on the outer Cape are single. Problem of discontinuity in the community with the large numbers of seniors wanting to downsize but have nowhere to move. Lots of young single people who need apartments as well. Need to focus on smaller dwellings for these populations on the outer Cape. School population is at a critical point. Town meeting warrant includes discussion of eliminating seasonal restriction on condos which could help.
- **Jill Wertz-Scalise - Brewster:** Have a 40B project in front of ZBA right now that should finish up within the month of April – Brewster Woods, 30 units being done by HAC. 29 affordable units and property manager unit. May Town meeting warrant includes discussion of creating a Municipal Affordable Housing Trust, expect approval. Also working at a \$30,000 Buy-down program to help with purchasing an affordable deed-restricted home in Brewster. Just hired a consultant to review ADU by-laws and looking at Cape Cod Commission model by-law and making changes to that to make the best fit for Brewster. Looking to have this on the town meeting warrant in the Fall. Received a grant from the Office of Energy and Environmental Affairs to help fund the consultant position. Holding educational information sessions to outreach to residents. Lot of response to open office hours every week to help residents with different things.
- **Carla Feroni – Falmouth:** Falmouth issued an RFP to have the Housing Production Plan updated, received two proposals. Selected consultant, working on award documents. Working to put together Affordable Housing Fund documents. Every review application gets changed and difficult to get anything through. Hired a new Town Planner, Tom Bott, formerly of Kingston, starts 4/5/18.

Lots of projects on the table with issues the town is trying to work through having been short-staffed. Residents want town to issue an RFP but there are issues with that being open to any piece of property would be covered. Several 40B's that have come through i.e. Habitat project, Little Pont Place and Helmus Circle. Also trying to help elder women who are losing their affordable homes. Human Services Department offers lots of services but elders don't want to move out of their homes. Hopefully when the Housing Production Plan is updated this need will be a focus.

- **Nanette Perkins – Sandwich:** Sandwich has a new Town Planner, new to planning, former Selectman. Project off of George Fernandes Way, applied for HOME funds. No land in Sandwich for affordable housing projects. Asked whether she can be involved in George Fernandes Way as she is a Commissioner at the Sandwich Housing Authority. Michelle noted that Nanette would not be able to vote on any monetary HOME allocations for this project. That development is moving along well with tremendous assistance from Paula Schnepf, Exec. Director of Sandwich Housing Authority.
- **Aly Sabatino – Chatham:** Received CPA funds to update Housing Production Plan and Housing First Guidelines. Hopefully will be approved at town meeting. Working on updates to Affordable Accessory Apartment By-laws. Working for an RFP for property on George Ryder Road.
- **Charleen Greenhalgh – At-large:** Used to be the Assistant Town Manager, now is the Town Planner for the town of Harwich. Harwich Town Administrator encouraged her to become the town Rep, but she has decided to stay Member-at-large. Met with local developer who is looking at the Cloe's Path subdivision (off Sisson Rd. across from the Cultural Center) and possibility of developing 94 units, 25% affordable. Need for 1 and 2-bedroom units. Expect opposition from residents on Sisson Rd. Informal conversation re: Old Handler's property on the water with potential developer who feels apartments would be the highest and best use of property, 40B would be good, 25% affordable. There have been some grant opportunities, but does not want to start any projects wasting grant funds on projects that may not go through due to staff vacancies and uncertainty of what direction the town wants to go forward with. Spoke with Town Administrator regarding possible "employee work day" at the Habitat project.
- **Michelle Jarusiewicz – Provincetown:** Finished town meeting in two nights. CPA approved continued funding for Michelle as Housing Specialist. Approved some funds for new Cape Housing Institute. Started DPCC program last year and approved additional funds for this year. Starting a Housing Needs Analysis with UMass Dartmouth to be completed by the summer. Harbor Hill, Bradford Street Extension, is still in land court, then go back to bankruptcy court. Still struggling with filling a management position. Moving forward with design work for renovations. This property is formerly 26 time share condominium units, majority 2-bedrooms, two 1-bedrooms, one 3-bedroom, everything has stairs inside and out. Trying to create several accessible units and reconfigure some units with no major construction. Submitted for a Production Plan application to start the former VFW site and also the current Police station site for housing development. Will submit for the Housing Initiative designation next month. DHCD approved Housing Authority Executive Director, Kristin Hatch, scheduled to start next week.

Meeting adjourned at 9:55 AM: Nanette Perkins motioned, seconded by Vicki Goldsmith to adjourn, unanimously approved. Next meeting June 21, 2018

Meeting materials distributed:

1. Agenda
2. Minutes of January 31, 2018