

## COMMUNITY PRESERVATION COMMITTEE MINUTES

April 18 2019

Members Present: Chair Russell Robbins; Vice-Chair Sandy Cuny; Clerk Holly Wilson; Finance Director, Paul Glynn; John Druley; Steve Patton; Robert Brown

Also Present: Carole Sutherland; Sharon Gay; Housing Director, Carla Feroni

Absent: Nicole Goldman

Documents for Review and Vote:

Falmouth Affordable Housing Fund Guidelines; HPP amendment; Expenditure Request

Guv Fuller Project Amendment Request

Willett Way Housing Project Special Condition change in the LOA

March 14<sup>th</sup> CPC minutes and March 14<sup>th</sup> Needs Assessment Hearing Minutes

Chair Russell Robbins opened the meeting at 6:00 PM in the School Administration Building.

### **PUBLIC COMMENT:**

Brian Nickerson, speaking on behalf of the Board of Nobska Light addressed the committee by thanking them for approving the third and final funding awards to rehabilitate Nobska Light. He advised construction will start in June.

### **FALMOUTH AFFORDABLE HOUSING FUND:**

#### **1. *Housing Production Plan Amendment***

Carole Sutherland explained the contract (\$35,000) was completed in December of 2018 and the report was submitted for close out on January 1, 2019. She and Carla Feroni realized there was an additional need – monitoring the affordable units. Since there was \$10,000 remaining in the account, it is proposed to rescind the close out date and hire a consultant to gather summaries of the existing affordable housing units in Falmouth and follow up on the monitor's responsibilities and if there was no monitor, work toward developing a plan.

Housing Director Carla Feroni advised there is a need for compiling a data base to produce a hard and electronic copy. She advised the original consultant for the HPP is not interested. What would be required is a "Request for Qualification".

When asked how she could determine if the \$10,000 will be enough. Carla replied she could not determine the final cost, but it is important to start the data base compilation. She stated she oversaw the process to return 6 units to affordability.

Robert Brown felt that Town Counsel should be consulted on the proposed process.

Carole Sutherland advised a close out of a project is an internal office procedure and the final does not take place until July when she sits with town accountant.

Following discussion, on the motion of Sandy Cuny, seconded by Holly Wilson, the committee approved spending the \$10,000 to enhance the Housing Production Plan. Carole will confer with Town Counsel on the proposed process.

#### **2. *FAHF FUNDING GUIDELINES:***

Carla Feroni advised the Working Group reviewed the proposed plans and policies and concluded that the Trustees allocate up to \$65,000 per unit.

Working Group member, John Druley, stated that banks must now agree to Deed Restrictions or the project will not receive approval by Mass Housing. The \$65,000 figure will provide additional restricted units in perpetuity.

The Committee endorsed the Funding Allocation Guidelines approved by the Board of Trustees.

3. *Expenditure Request for Brick Kiln Place and (2) Little Pond Place*

The FAHF Working Group is recommending funding \$975,000 to fully fund an application request by Northstar Place LLC to develop a 100% affordable project of 2 and 3 bedroom rental units at 123 Brick Kiln Road, East Falmouth. The request would fund the 15 non-required affordable units for \$65,000 per unit or \$975,000 beyond what is required in the Comprehensive Permit. With a fund balance of \$650,000, the FAHF needs an additional \$325,000.

Following discussion, on the motion of Sandy Cuny, seconded by Robert Brown, the committee approved the project fund recommendation for the available \$650,000 to the Board of Selectmen.

In a second motion, the committee VOTED: to support the project at the FAHF Working Group's recommended level of \$975,000.

*Little Pond Place: Request of Falmouth Housing Corporation,*

This request from the Falmouth Housing Corporation would pay \$4,800 for water service at 41 Spring Bars Road. The BOS voted to authorize up to \$5,000.

On the motion of Sandy Cuny, seconded by Holly Wilson the committee VOTED: 4-3 to recommend an expenditure of \$4,800 for water service at Little Pond Place.

**RESULTS OF 2019 ANNUAL NEED ASSESSMENT HEARING:**

Carole Sutherland advised members that the Needs Assessment becomes part of the CPC's Plan, which is usually reviewed in May and completed in July.

She reminded members there has to be a response and the committee should focus on their going forward

**RESULTS OF 2019 TOWN MEETING – CPC ARTICLES**

Chair Russell Robbins thanked Sandy Cuny for filling in for him at Town Meeting as well as the cameo appearance of Carole Sutherland. John Druley proposed going forward by depicting the various projects in a slide format that the residents of Falmouth can enjoy. Carole Sutherland agreed that many town meeting members are not aware of the work of the CPC and the depth and hard work it takes to vet the projects for Town Meeting.

**PROJECT AMENDMENT REQUEST - GUV FULLER FIELD:**

A project amendment request for the Guv Fuller Field renovations was received by the Recreation Department to approve a change in the close out date from April 2019 to March 2020 to avoid major disruption to the Falmouth High School or Falmouth Commodores baseball schedule.

On the motion of Steve Patton, seconded by Robert Brown, the committee VOTED: to approve the change in the close out schedule to March 2020.

There was a time-sensitive application received from the Commodores. Carole and Sharon will review the application to determine eligibility and time sensitivity.

**WILLETT WAY PROJECT – LOA SPECIAL CONDITION CHANGE:**

On the motion of Steve Patton, seconded by Sandy Cuny the committee VOTED: to accept the LOA Special Condition #4 – change project completion date to December 31, 2020.

**CHAIRMAN'S REPORT:**

Chair Russell Robbins advised the Board of Selectmen will meet with the Community Preservation Committee on April 29.

**ADMINISTRATION/CONSULTANT REPORT:**

Carole Sutherland reported the following:

- Chair Russell Robbins signed eight LOA's and they have been submitted to Town Manager Julian Suso.
- The Woods Hole Library Preservation Restriction is ready for execution.
- The CPC Application Workshop is scheduled for May 2<sup>nd</sup> at 5:30 PM in the Civil Defense Room.

Sharon Gay reported the following:

- She is updating the web site.
- Status report on all projects is forthcoming.

**FINANCIAL REPORT:**

Finance Officer Paul Glynn advised he approved the following bill for payment:

- Guv Fuller Field Newspaper Ad - \$216

**REVIEW AND APPROVE CPA MINUTES:**

On the motion of Steve Patton, seconded by Holly Wilson, the committee VOTED: to approve the March 14<sup>th</sup> minutes with two abstentions.

On the motion of Steve Patton, Seconded by Holly Wilson, the committee VOTED: to approve the Annual Needs Assessment Hearing minutes dated March 14<sup>th</sup> with two abstentions.

There being no further business, the meeting adjourned at 7:55 PM to meet again on **THURSDAY, MAY 9, 2019 AT 6:00 PM IN THE SCHOOL ADMINISTRATION BUILDING.**

Submitted by: Mary J. Little, Recording Secretary