



Town of Brewster Community Preservation Committee

2198 Main St., Brewster, MA 02631
cpcmeeting@brewster-ma.gov
(508) 896-3701

COMMUNITY PRESERVATION COMMITTEE MEETING AGENDA 2198 Main Street February 28, 2024 at 4:00 PM

Community Preservation Committee

Sarah Robinson
Chair

Faythe Ellis
Vice Chair

Sharon Marotti
Treasurer

Elizabeth Taylor
Clerk

Roland Bassett, Jr.

Christine Boucher

Bruce Evans

Peggy Jablonski

Paul Ruchinskas

CPC Assistant
Beth Devine

This meeting will be conducted in person at the time and location identified above. This means that at least a quorum of the members of the public body will attend the meeting in person and members of the public are welcome to attend in person as well. **As a courtesy only, access to the meeting is also being provided via remote means in accordance with applicable law. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast or affect remote attendance or participation, unless otherwise required by law.** Members of the public with particular interest in any specific item on this agenda, which includes an applicant and its representatives, should make plans for in-person vs. virtual attendance accordingly.

Phone: Call (312) 626 6799 or (301) 715-8592. Webinar ID: 837 7728 4808 Passcode: 326439

To request to speak: Press *9 and wait to be recognized.

Zoom Webinar: <https://us02web.zoom.us/j/83777284808?pwd=NjB3WldRTGRxb0l0WXhISlJ0Y1NOQT09>

Passcode: 326439

To request to speak: Tap Zoom "Raise Hand", then wait to be recognized.

When required by law or allowed by the Chair, persons wishing to provide public comment or otherwise participate in the meeting, may do so by accessing the meeting remotely, as noted above. Additionally, the meeting will be broadcast live, in real time, via **Live broadcast** (Brewster Government TV Channel 18), **Livestream** (livestream.brewster-ma.gov), or **Video recording** (tv.brewster-ma.gov).

Please note that the CPC may take official action, including votes, on any item on this agenda.

1. Call to Order
2. Declaration of a Quorum
3. Meeting participation statement
4. Recording Statement: As required by the Open Meeting Law we are informing you that the Town will be video and audio taping as well as broadcasting this public meeting. In addition, if anyone else intends to either video or audio tape this meeting they are required to inform the chair.
5. Public Announcements and Comment: Members of the public may address the CPC on matters not on the meeting's agenda for a maximum of 3-5 minutes at the Chair's discretion. The CPC will not reply to statements made or answer questions raised during public comment but may add items presented to a future agenda.
6. Financial Update
7. Discussion and possible vote on Open Space Committee/Town of Brewster request for \$225,000 to purchase Conservation Restriction for 0 Main Street/Washington Chase Bog
8. Discussion and possible vote to amend CPA funding source for Finch Skateboard Park project.
9. Discussion and possible vote on draft award letter for Finch Skateboard Park project
10. Review of draft warrant article for Spring Town Meeting
11. Project updates
12. Approval of Minutes
13. Matters Not Reasonably Anticipated by the Chair
14. Announcements
15. Next Meeting: March 13, 2024 at 4 PM
16. Adjournment

Date Posted:

Date Revised:

Received by Town Clerk:

Community Preservation Committee: FY24 Forecast as of 12/6/2023

FY-23 Estimated total balance forwarded [1]:	\$	3,624,053		
FY-24 Estimated local tax revenue:	\$	1,223,691		
FY-24 Estimated State contribution [2]:	\$	358,153	\$	1,581,844
Total FY-24 Estimated funds available:	\$	1,581,844		0

	Pre FY24			FY24								
	10% Open Space	10% Housing	10% Historical	Undesignated Fund Balance [4]	Undesignated Fund Balance [5]							
FY-23 Actual Unreserved Fund Balance with Original Match(4)	\$	2,002,817	\$	144,789	\$	301,854	\$	1,174,593	\$	3,624,053.22		
FY-24 Estimated revenue	\$	158,184	\$	158,184	\$	158,184	\$		\$	1,581,844.03		
FY-24 Estimated Funds available	\$	2,161,001	\$	302,973	\$	460,039	\$	1,174,593	\$	1,107,291	\$	5,205,897.25

FY-24 obligations as of 12/6/23	Open Space	Housing	Historical
<i>BBJ Property Bond #1</i>	\$	(49,050)	
<i>BBJ Property Bond #2</i>	\$	(94,400)	
<i>Bates Property Bond</i>	\$	(46,183)	

Administration Expense [3] \$ (79,092)

Spring 2024 Town Meeting Approved

<i>Housing Coordinator</i>	\$	(70,580)
107 Main St, Orleans	\$	(55,000)
Juniper Hill, Wellfleet	\$	(55,000)
FORWARD Phase 2	\$	(125,000)
Accessible Outdoor Furniture	\$	(9,670)

Millstone Road - POAH	\$	(507,500)
Buydown Program - Housing Trust	\$	(255,000)

\$ (1,346,475)
\$ 3,859,422.04

Total YTD Obligations - fy24 \$ (189,633) \$ - \$ - \$ (1,077,750) \$ (79,092)

fy24 Estimated Unreserved Fund Balance as of 12/6/23 with Adjustments \$ 1,971,368 \$ 302,973 \$ 460,039 \$ 96,843 \$ 1,028,199 \$ 3,859,422.04

Total net available from all accounts

[1] Balance forwarded estimated from prior year includes all unallocated funds, including unspent amounts from projects and budgeted administrative and professional

[2] State Match revenue is projected at 30%

[3] Administrative expenses are limited by law to 5% of the total CPC budget and include primarily payroll costs, legal and other professional Coalition dues.

[4] Balance forwarded for all unallocated funds in the previous "Budgeted for Unreserved Funds" account, which contained funds using the Pre-FY24 allocation method

[5] Allocated funds from the revised funding allocation method voted on at town meeting in the Spring of 2023. New allocation is 70% for Undesignated Fund Balance

Community Preservation Committee: FY25 Forecast as of 2/28/2024

FY-24 Estimated total balance forwarded [1]:	\$	3,859,422	
FY-25 Estimated local tax revenue:	\$	1,254,283	
FY-25 Estimated State contribution [2]:	\$	250,857	\$ 1,505,140
Total FY-24 Estimated funds available:	\$	1,505,140	

	Pre FY24			FY24		
	10% Open Space/Rec	10% Housing	10% Historical	Undesignated Fund Balance [4]	Undesignated Fund Balance [5]	
FY-24 Actual Unreserved Fund Balance with Original Match(4)	\$ 1,971,368	\$ 302,973	\$ 460,039	\$ 96,843	\$ 1,028,199	\$ 3,859,422.04
FY-25 Estimated revenue distribution	\$ 150,514	\$ 150,514	\$ 150,514		\$ 1,053,598	\$ 1,505,140.08
FY-25 Estimated Funds available	\$ 2,121,882	\$ 453,487	\$ 610,553	\$ 96,843	\$ 2,081,797	\$ 5,364,562.13

FY-25 obligations as of 12/6/23	Open Space/Rec	Housing	Historical
<i>BBJ Property Bond #1</i>	\$ (47,025)		
<i>BBJ Property Bond #2</i>	\$ (90,800)		
<i>Bates Property Bond</i>	\$ (44,783)		

BONDS

Administration Expense [3] \$ (75,257)

Spring Town Meeting Submitted/CPC Approved

Housing Coordinator			-74589
Cape Housing Institute			-20000
Finch Skateboard Park	-5246		-2254
Washington Chase Bog CR	-225000		

Total YTD Obligations - fy25 \$ (412,854) \$ - \$ - \$ (96,843) \$ (75,257) \$ (584,954.00)

FY25 Estimated Unreserved Fund Balance as of 2/28/2024 with Adjustments \$ 1,709,028 \$ 453,487 \$ 610,553 \$ (0) \$ 2,006,540 \$ 4,779,608.12

Total net available from all accounts

[1] Balance forwarded estimated from prior year includes all unallocated funds, including unspent amounts from projects and budgeted administrative and professional

[2] State Match revenue is projected at 20%

[3] Administrative expenses are limited by law to 5% of the total CPC budget and include primarily payroll costs, legal and other professional Coalition dues.

[4] Balance forwarded for all unallocated funds in the previous "Budgeted for Unreserved Funds" account, which contained funds using the Pre-FY24 allocation method

[5] Allocated funds from the revised funding allocation method voted on at town meeting in the Spring of 2023. New allocation is 70% for Undesignated Fund Balance

TARGET ALLOCATION POLICY TRACKING FY24-FY27 (02/28/2024)

Warrant Projects by CPA Category	Open Space	Housing	Historical	Recreation	Admin/Undesignate		Revenue Assumption
					d (4 categories)		
FY24 Spring TM approved		\$ 305,580		\$ 9,670	\$ 79,092	\$ 1,531,897	
FY24 Fall TM approved		\$ 762,500					
FY25 Spring Applications	\$ 225,000	\$ 94,589		\$ 7,500	\$ 74,653	\$ 1,505,140	
FY25 Fall							
FY26 Spring							
FY26 Fall							
FY27 Spring							
FY27 Fall							
Totals	\$ 225,000	\$ 1,162,669	\$ -	\$ 17,170	\$ 153,745	\$ 3,037,037	
% of revenue	7%	38%	0%	1%	5%		
Target %	30%	30%	10%	10%	20%		

BACKGROUND ASSUMPTIONS/ CPC BUDGET PROJECTIONS

Description	Notes	Open Space	Housing	Historical	Recreation	Unallocated		Admin
						Reserve - Historic, Rec, Housing	Unallocated Reserve - all	
Carryover								
EOY FY22		\$ 1,556,879	\$ 45,370	\$ 500,351		\$ 757,756		
Bond expense FY23-27		\$ (819,837)						
<i>Net amount (A)</i>		\$ 737,042	\$ 45,370	\$ 500,351		\$ 757,756		\$ 2,040,519
Revenue								
EOY FY23	50/10/10/25/5	\$ 906,595	\$ 181,319	\$ 181,319		\$ 472,422		\$ 71,535 \$ 1,813,189
EOY FY24	30/30/10/10/15/5	\$ 543,957	\$ 543,957	\$ 181,319	\$ 181,319		\$ 271,978	\$ 76,595 \$ 1,531,897
FY25 TAP	30/30/10/10/15/5	\$ 459,569	\$ 459,569	\$ 153,190	\$ 153,190		\$ 229,785	\$ 75,257 \$ 1,505,140
FY26 TAP	30/30/10/10/15/5	\$ 451,542	\$ 451,542	\$ 150,514	\$ 150,514		\$ 225,771	\$ 77,138 \$ 1,542,769
FY27 TAP	30/30/10/10/15/5	\$ 462,831	\$ 462,831	\$ 154,277	\$ 154,277		\$ 231,415	\$ 79,067 \$ 1,581,338
<i>Subtotal (B)</i>		\$ 2,824,493	\$ 2,099,217	\$ 820,618	\$ 639,299	\$ 472,422	\$ 958,949	\$ 379,592 \$ 7,974,332
TOTAL available for projects	A + B	\$ 3,561,535	\$ 2,144,587	\$ 1,320,969	\$ 639,299	\$ 1,230,178	\$ 958,949	\$ 379,592 \$ 10,014,851
		36%	21%	13%	6%	12%	10%	4%

- Notes:
1. Annual Revenue increase estimated at 2.5% - to be updated once actual revenue calculated
 2. New Allocation targets applied to begin with FY24 revenue.
 3. Open Space debt expense FY23-28 deducted from carryover revenue
 4. Open Space debt expense FY23-28 deducted from carryover revenue
 5. Therefore, Open Space TAP calculated based on same annual revenue estimate as other categories

To CPC Committee

02/19/24

Background information for Finch Skateboard Park funding discussion on 2/28/24 agenda

CPA Plan Recommendation ± Funding Formula Change

Amend Brewster's Minimum Allocation bylaw requirements by adopting the CPA statute minimum set asides effective July 1, 2023.

Category	Move from Current Formula Minimum Set-aside	To Statutory Formula Minimum Set-aside
Historic Preservation	10%	10%
Affordable Housing	10%	10%
Open Space	50%	10%
Outdoor Recreation	0%	
Unbudgeted Reserve*	30%**	70%***

- Includes 5% set aside for CPC Administrative Expenses
- ** Can be spent on Historic Preservation, Community Housing or Outdoor Recreation Projects
- *** Can be spent on any CPA eligible project in any category

08/25/22



2198 Main Street
Brewster, Massachusetts 02631-1898
(508) 896-3701
FAX (508) 896-8089

Community Preservation
Committee

Date: 02/20/2024

Erica O'Reilly
Nauset Together We Can Prevention Council, Inc.
PO Box 792
Orleans, MA 02653

RE: Finch Skatepark Safety Upgrades Project Award Letter

Dear Ms. O'Reilly:

This letter is written to inform you that on February 14, 2024, the Brewster Community Preservation Committee (CPC) reviewed and voted to recommend approval of the Nauset Together We Can Prevention Council, Inc.'s funding request for \$7,500 for Finch Skatepark Safety Upgrades (the "Project") as described in Nauset Together We Can Prevention Council, Inc.'s November 28, 2023 application, which application is incorporated herein for reference.

Brewster Annual Town Meeting is currently scheduled to meet on May 11, 2024, to consider the CPC's recommendation and to appropriate \$7,500 for the Project (the "Grant Funds") under G.L. c.44B, the Community Preservation Act (the "CPA").

Provided the terms and conditions described below are met, the funds will be made available to Nauset Together We Can Prevention Council, Inc. upon the execution of a Grant Agreement, in a form substantially similar to the one attached hereto as **Exhibit A**, and compliance with the terms and conditions set forth therein and described below.

PROJECT DESCRIPTION

The project will fund the cost for safety upgrades to the current electrical service and several existing ramp features. The Finch Skatepark was established in 1995 to help develop and implement solutions to prevent high-risk social behavior in the youth of our communities. Although the towns of Brewster, Eastham, and Orleans provide small amounts of funding for day-to-day operations of the park, all funding for the park's infrastructure comes from grants and private donations. A detailed description of the safety upgrades and rehabilitation of the Finch Skatepark, including goals and community recreation commitments, is included in the attached application.

PROJECT ELIGIBILITY

The Project complies with the provisions of the Community Preservation Act (CPA), G.L. c.44B, §5(b)(2), CPA funds may be used for the acquisition of land to be used for recreation, or for the creation of new recreational facilities on land a community already owns. A 2012 amendment to CPA broadened the law to also allow for the rehabilitation of existing, outdoor recreational facilities. The amendment made it clear that with respect to land for recreational use, "rehabilitation" could include the replacement of playground equipment and other capital improvements to the land or the facilities thereon to make them more functional for their intended recreational use.

GRANT AWARD TERMS AND CONDITIONS

The Grant Award voted by the Brewster Community Preservation Committee is contingent upon the following terms and conditions:

- 1) Town Meeting must vote to approve the award to Nauset Together We Can Prevention Council, Inc. in the amount of \$7,500, as recommended by the CPC and set forth in the Warrant for the next Town Meeting at which other CPA projects are presented for appropriation.
- 2) Nauset Together We Can Prevention Council, Inc. and the Town have signed a Grant Agreement in substantially the form attached hereto as **Exhibit A**.
- 3) The CPA funds will only be released to Nauset Together We Can Prevention Council, Inc. upon receipt of documentation of other funding sources for the project. To request reimbursement, submit an invoice with documented expenses to liaison Roland Bassett, rbassett@brewster-ma.gov. The CPC reserves the right, through its agent, to inspect the work prior to approving any funding request.
- 4) 10% of the award will be held back until completion. The term of the award will last until June 30, 2026, and the Project must be completed by that date.
- 5) Nauset Together We Can Prevention Council, Inc. shall provide project status reports/updates to the CPC liaison every three months (i.e., January 1, April 1, July 1, and October 1) until Project completion, at which time a final report will be due.
- 6) The CPC liaison for this Project shall be Roland Bassett (rbassett@brewster-ma.gov). Do not hesitate to contact him or Beth Devine, Assistant to the CPC (bdevine@brewster-ma.gov) with any questions or concerns.
- 7) *****Rollie – any additional conditions you would recommend?******

The CPC is pleased to be able to play a role in funding this worthy project.

If the terms of this award letter are acceptable, please agree and accept by signing electronically within 15 days of receipt. A copy of the signed Award Letter will be forwarded to you.

On behalf of the Brewster Community Preservation Committee, thank you and I remain,

Very truly yours,

Sarah Robinson
Chair- Brewster CPC

cc: Peter Lombardi, Brewster Town Administrator
Mimi Bernardo, Brewster Finance Director
Mike Gradone, Brewster Recreation Director

AGREED AND ACCEPTED BY NAUSET TOGETHER WE CAN PREVENTION COUNCIL, INC.

By: _____
Name:
Title:

Date: _____

COMMUNITY PRESERVATION ACT FUNDING (Annual Town Meeting)

ARTICLE NO.x : To see if the Town will vote to act on the report of the Community Preservation Committee on the Fiscal Year 2025 Community Preservation Budget and to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds for the administrative and operating expenses of the Community Preservation Committee, the undertaking of Community Preservation Projects and all other necessary and proper expenses for the year, with each item considered a separate appropriation to be spent by the Community Preservation Committee, all as set forth below:

<u>Estimated revenues</u>	FY25
a. Estimated FY25 tax surcharge	\$1,254,583
b. Estimated FY25 state contribution (20%)	<u>\$ 250,857</u>
c. FY25 Estimated Total:	\$1,505,140

FY25 Appropriations and Allocations

a. Historic Preservation Reserve appropriation	(10%)	\$150,514
b. Community Housing Reserve appropriation	(10%)	\$150,514
c. Open Space/Recreation Reserve appropriation	(10%)	\$150,514
d. Budgeted Reserve	(65%)	\$978,341
e. Administrative Expense (Budgeted Reserve)	(5%)	\$ 75,257
f. Designated Reserves for Open Space		\$32,094
g. Undesignated Fund Balance		<u>\$102,089</u>
h. Total		\$1,639,323

	<i>Purpose</i>	<i>Item</i>	<i>Funding Source(s)</i>	<i>Amount</i>
1	Historic Preservation			
	a. Designated Reserves for Historic Preservation	Transfer to reserve from estimated annual revenues in accordance with G.L. c.44B, §6	Fiscal Year 2025 CPA estimated annual revenues	\$150,514
	Sub-total			\$150,514
2	Community Housing			
	a. Designated reserves for Housing	Transfer to reserve from estimated annual revenues in accordance with G.L. c.44B, §6	Fiscal Year 2025 CPA estimated annual revenues	\$150,514
	Sub-total			\$150,514
3	Open Space/Recreation			
	a. Community Preservation Bonded Debt Service	Payment of debt principal and interest for the BBJ Property, and Bates Property bonds	\$150,514 from Fiscal Year 2025 CPA estimated annual revenues and \$32,094 from Designated Reserves for Open Space	\$182,608
	Sub-total			\$182,608

4	Budgeted Reserve			
	a. Administration Expense	Administration and operating expenses for Community Preservation Committee	Fiscal Year 2025 CPA estimated annual revenues	\$75,257
	b. Designated for Budgeted Reserve	Transfer to reserve from estimated annual revenues in accordance with G.L. c.44B, §6	Fiscal Year 2025 CPA estimated annual revenues	\$978,341
	Sub-total			\$1,053,598
5	Undesignated Fund Balance			
	a. Community Development Partnership (CDP)	2 Years of funding for Cape Housing Institute	Undesignated Balance CPA Reserves	\$20,000
	b. Town of Brewster Administration-Housing Coordinator	Payroll and operating costs for Part Time Housing Coordinator position to assist public with affordable housing program	Undesignated Balance CPA Reserves	\$74,589
	c. Nauset Together We Can Prevention Council, Inc.	Renovations to Finch Skateboard Park in Orleans	\$7,500 from Undesignated Balance CPA reserves	\$7,500
	Sub-total			\$102,089
	Grand Total			\$1,639,323

For Fiscal Year 2025 Community Preservation purposes, each item is considered a separate appropriation to be spent by the Community Preservation Committee; provided however, that the above expenditures may be conditional on the grant or acceptance of appropriate historic preservation restrictions for historic resources, open space restrictions for open space reserves, and housing restrictions for community housing, running in favor of an entity authorized by the Commonwealth to hold such restrictions for such expenditures, meeting the requirements of G.L. c.184 and G.L. c.44B, Section 12, and to authorize the Board of Selectmen to convey or accept such restrictions;

And further, any revenues received in excess of the estimated receipts are transferred to their respective reserve fund balance(s) for future appropriation using the allocation formula of 10% Open Space/Recreation, 10% Housing, 10% Historical and 70% for Budgeted Reserve for CPA.

Or to take any other action relative thereto.

COMMENT

In May of 2005, Brewster voters approved a ballot question which allowed for the adoption of the modified Community Preservation Act (CPA). The act appropriates a 3% surcharge on the town’s real estate tax revenues, which are reserved in a special fund in order to finance projects and programs for the purposes of preservation of open space, recreation, community housing, and historic preservation. Brewster is also eligible to receive up to 100% in matching funds from the State, although we anticipate a reduced reimbursement rate from the State for Fiscal Year 2025, which is projected at 20%. In Fall 2022 Brewster adopted, through a local bylaw, a distribution schedule for the annual CPA funds beginning in FY24 as follows: 10% of the funds for open space and recreation, 10% for community housing, 10% for historic preservation, and the 70% undesignated reserve balance is available for any CPA eligible project. The 2022 bylaw also established a non-binding 2023-2027 Target Allocation Policy as follows: 30% for Open Space, 30% for community housing, 10% historic preservation, 10% recreation, and 20% for any CPA eligible project.

At the beginning of FY24, Reserve balances were as follows:

Historic Preservation	\$ 460,039
Affordable Housing	\$ 302,973
Open Space and Recreation	\$1,971,368
Undesignated Reserve	\$1,125,042

1. Historic Preservation:

a. Designated Reserves for Historic Preservation – This item transfers money from FY25 estimated annual revenues to the Historic Preservation reserve for future appropriation to meet the minimum 10% statutory allocation.

2. Community Housing:

a. Designated Reserves for Community Housing – This item transfers money from FY25 estimated annual revenues to the Community Housing reserve for future appropriation to meet the minimum 10% statutory allocation.

3. Open Space:

a. Community Preservation Bonded Debt Service- This item pays for the \$182,608 in FY 2025 principal and interest on 3 CPA (BBJ 1 and 2 and Bates) open space acquisitions that were financed via long term bonding.

4. Reserves for Community Preservation:

a. Administrative Expense- This item will fund the costs associated with general administrative and operating expenses, including but not limited to legal and other professional consulting services, related to carrying out the operations of the Community Preservation Committee. The Community Preservation Act allows up to 5 % of expected annual revenues for this purpose.

b. Designated for Budgeted Reserve - This item transfers money from FY25 estimated annual revenues to the Budgeted Reserve for future appropriation to meet the minimum statutory allocation.

5. Undesignated Balance/CPA Reserves:

a. Community Development Partnership (CDP) – Lower Cape Housing Institute - The CDP’s Lower Cape Housing Institute is one of three components of Lower Cape Community Housing Partnership (LCCHP). The LCCHP harnesses the urgency to address the deepening housing crisis by providing opportunities for business owners, low-moderate income households, historically marginalized communities and year round residents to advocate for housing production and related policies at annual town meetings. Since 2017, the CDP has offered an annual Lower Cape Housing Institute (LCHI) to educate at least 40 local elected and appointed officials, per year, from the eight towns on the Lower Cape including the town of Brewster. Over the past six years, 306 Lower and Outer Cape individuals have attended the LCHI, including 45 from Brewster. Through quality training, peer-to-peer learning and technical assistance, the LCHI builds municipal capacity to address the housing needs of Brewster residents. Brewster voters have supported funding for LCHI since its inception. This item will fund years 8 and 9 of the LCHI.

Total project cost: \$652,337 Funding requested: \$20,000 CPC vote: 7-0-0

b. Town of Brewster- Housing Coordinator – This item will fund the part-time Housing Coordinator position. The Community Preservation Committee has supported the Housing Coordinator position since 2017. The hiring of a housing coordinator was identified as a key strategy in the Brewster Housing Production Plan. The Housing Coordinator holds hours for the public weekly, supports multiple town committees, including the Housing Trust and Housing Partnership, works with regional housing agencies and organizations in town to promote housing choice. The Housing Coordinator is an integral part of the Town housing efforts, outlined in both the Town Vision Plan and the Select Board strategic plan. The Housing Coordinator helps to acquire, create, preserve and support community housing. The FY25 request is to fund the position at 30 hours per week with the CPC providing funding for the salary and the Town providing funding for all benefits of the position. Our housing program continues to be a partnership of many town entities.

Total Project Cost: \$ 114,599 CPC Request: \$ 74,589 CPC Vote: 8-0-0

c. Nauset Together We Can – Finch Skatepark Safety Improvements -

The Finch Skatepark in Orleans provides a thriving social hub for the Lower Cape skateboard community. The park was established through a grass roots community effort in 1995 and has been volunteer managed for more than 25 years by Nauset Together We Can -- a 501c3 whose goal is to develop and implement solutions to prevent high-risk social behaviors in our youth. Although the towns of Brewster, Eastham and Orleans provide small amounts of funding for day-to-day operations of the park, all funding for the park’s infrastructure comes from grants and private donations. This award will be used for funding of safety upgrades to the current electrical service and several existing ramp features in order to keep the park open and available to its many users.

Total Project Cost: \$31,300 CPC Request: \$7,500 CPC Vote: 7-0-0

2/19/24 Please note: This item has not yet been voted on by the CPC. Scheduled to be on the committee's 2/28/24 agenda

ARTICLE NO. XX:

CONSERVATION RESTRICTION ACQUISITION: O MAIN STREET

To see if the Town will vote to authorize the Select Board to acquire a perpetual conservation restriction under MGL Ch. 184, Secs. 31 through 33, on a parcel of land designated on Brewster Assessors' Map 126 as Parcel 4, 5 and 9 located at 0 Main Street, and a portion of the parcel currently designated on the Brewster Assessors' Map 1 14, Parcel 60 located at the rear of 3571 Main Street in Brewster, Barnstable County, Massachusetts, consisting of 12.36 acres as shown on a plan of land entitled, "Survey and Plan of Land in Brewster, Mass, as claimed by Washington E. & Mary F Chase, Scale I in = 60 ft. March 10, 1989, East Cape Engineering, Orleans MA." and recorded in the Barnstable County Registry of Deeds as Plan Book 459, Page 75, and as more particularly shown as Lot 2 and Lot 3 on a plan of land entitled, " Lot Study Sketch for Property at 3571 Main St, Brewster, MA 02631 Prepared for Brewster Conservation Trust, Scale 1 in. = 80 ft, July 3, 2023, Soule Land Surveying." a copy of which is on file with the Brewster Town Clerk; to acquire interests in said parcel by gift, purchase and/or eminent domain taking under MGL Ch. 79, or any other enabling authority; to acquire said conservation restriction for conservation and passive recreation purposes for the general public, consistent with the provisions of MGL Ch. 40 Sec. 8C and Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts, and in compliance with MGL Ch. 44B, Sec. 12(a), protecting the property for the purposes for which it is acquired; to transfer from available funds, including, without limitation, the Community Preservation Fund, the sum of Two Hundred Twenty-Five Thousand and 00/100 Dollars (\$225,000.00) to pay costs of this acquisition, and all other costs incidental and related thereto; further, to authorize the Conservation Commission to assume the monitoring and enforcement authority of the conservation restriction on the property; and to authorize the Select Board and Conservation Commission to enter into all agreements and execute any and all instruments as may be necessary on behalf of the municipality to effect this purchase and obtain reimbursement funding;

Or to take any other action relative thereto.

(Community Preservation Committee)

(Majority Vote Required)



community development partnership



Housing Advocacy Newsletter

The CDP's Housing Advocacy Newsletter provides monthly news, updates, and information about upcoming trainings and events.

February 2024 Issue

CDP Program Updates
Town Highlights
Community Resources

CDP Program Updates

Lower Cape Housing Institute

Through virtual workshops and quarterly peer groups, the Lower Cape Housing Institute (LCHI) provides training to municipal officials on the critical need for and mechanics of attainable and affordable housing. All LCHI programming is

open to elected and appointed officials and is especially valuable for new board members, committee members, and future town leaders.

Tomorrow! Join us February 13th on Zoom, 10:00-11:30 AM for "Local Preference... but who's going to live there?" What are local preference and affirmative fair marketing? Is local preference working the way people think it does? While the term seems self-explanatory, the mechanics of local preference are complex and not widely understood. Providing homes for local people and new residents is equally important in a healthy, sustainable community, and we'll explore how local preference is involved in that equation.

- We will hear from **Laura Shufelt, Director of Community Assistance at Massachusetts Housing Partnership (MHP)**, about how local preference works. A native and resident of Cape Cod, she is one of the most experienced housing professionals in MA, knowledgeable on a wide range of issues and practices, including proper and effective use of public funds and land, housing lotteries, fair housing, housing authority development and the state comprehensive land use permit law (Ch. 40B).
- **Whitney Demetrius, Director of Fair Housing & Municipal Engagement at Citizens' Housing & Planning Association (CHAPA)**, will speak about Affirmative Fair Marketing and Fair Housing. Whitney works with communities, providing technical assistance in their pursuit of affordable housing production and preservation, expanding housing choice, fostering welcoming communities, and bolstering community engagement efforts. In her role, she impacts systemic change through public participation and the creation of local, diverse, and sustainable affordable housing coalitions, that work to create healthy, equitable, affordable, and vibrant communities. She seeks to change local conversations, to empower those most impacted by a lack of affordable housing and elevate pro voices within the space.

To learn more or to register, visit [here](#) or click the button below. Contact Amanda Bebrin, Director of Housing Advocacy, at amanda@capecdp.org or 508.290.0130 with any questions.

2023 - 2024 LOWER CAPE HOUSING INSTITUTE



LOCAL PREFERENCE: "...BUT WHO'S GOING TO LIVE THERE"?

Description:

While the term seems self-explanatory, the mechanics of local preference are complex and not widely understood. We'll explore:

- How local preference works
- The history of fair housing and importance of affirmative fair marketing
- The connection between local preference and community vision

Speakers:

Laura Shufelt
Director of Community Assistance
Massachusetts Housing Partnership



Whitney Demetrius
Director of Fair Housing & Municipal Engagement
Citizens Housing & Planning Association



Tuesday | 02.13.2024 | 10 am - 11:30 am | Remote via Zoom

Click [here](#) to register or contact Amanda Bebrin, Director of Housing Advocacy at (508) 290-0130 or email at amanda@capecdp.org



community development partnership

Register for "Local Preference... but who's going to live there?"

Home Ownership Education Program

Purchasing a home is one of the most important financial decisions a person will make. The CDP is here to help year-round residents get started and get closer to their goals of financial freedom and one day owning a home.

The CDP's **Home Ownership Education Program (HOEP)** provides training and technical assistance to help residents seeking a path to homeownership. The program has two components:

- **First-Time Homebuyer Workshops** in a virtual group format and self-paced training for those who cannot attend a workshop. The course provides information on budgeting, looking for, selecting, and purchasing a home, and local resources available to buyers.
- **One-on-One Personalized Counseling Sessions** focusing on issues related to income, debt, and credit situations. Counseling participants also learn about various mortgage products, including subsidized mortgages, down payments, and closing cost assistance for income-eligible buyers.

The next **First-Time Home Buyer Workshop** is offered via Zoom on 2/27, 2/29, 3/5, and 3/7, 6:15-8:30 PM. To learn more or to register, visit [here](#) or click the button below. Questions? Contact Pelinda Deegan at pdeegan@capecdp.org or 508.290.0115.

First-Time Home Buyer Workshop

Buying your first home is not easy, especially with high housing costs and interest rates. The CDP can help you get started. You'll find resources and gain tools to help you achieve your housing and financial goals.



2/27, 2/29, 3/5, 3/7
Tuesdays & Thursdays

6:15 PM - 8:30 PM
Virtual via Zoom

Individuals \$50
Households \$75

Graduates may be eligible for certain discounted mortgage products.



TO REGISTER: capecdp.org/upcoming-events
For questions contact: Pelinda Deegan | 508.290.0115

This program is made possible with generous support from

SEAMEN'S BANK
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Register here for First-Time Home Buyer
Workshop

Lower Cape Housing & ADU Resource Center

The **Lower Cape Housing & ADU Resource Center** is a collaboration of the CDP and the Homeless Prevention Council. Services offered include:

- Technical assistance to determine ability to create an ADU.
- Support and connection to resources around permitting, lending, construction, and more.
- [Free Rental Listings](#) for year-round rental properties.
- [Housing Stabilization Fund](#) for residents who are not otherwise eligible for housing support and are at greatest risk of becoming homeless.
- [Resident Services](#) to landlords and tenants of year-round rentals, to promote positive tenancy and long-term rental success.
- [Online Resources](#) for renters and landlords.



Talitha Abramsen, CDP Housing Resources Program Manager, recently had a conversation with Ira Wood on his WOMR podcast, *The Lowdown*, where they discussed the barriers and resources for ADUs. To listen, follow this [link](#).

Check out the LCHARC website for more information: www.lowercapehousing.org



Town Highlights

Provincetown

Austin Miller, a member of the Provincetown Select Board, has proposed two Zoning amendments that would “upzone” the town’s zoning map, allow two- and three-family homes in more places, and give priority development rights to new units that would be year-round rentals or the primary residences of owner-occupants. These amendments will be discussed at the next Provincetown Housing Workshop, which will include the Select Board, Planning Board, Community Housing Council, and Year-Round Market-Rate Rental Housing Trust.

This is a great session for all Provincetown officials to attend virtually on February 20th to learn about the town's approach to consensus-building at the municipal level! Click to read [more](#) and see the [Town calendar](#) for meeting information.

Truro

The total cost of Truro’s Cloverleaf project is now projected to be between \$27 and \$28 million, leaving the project with a funding shortfall

of between \$4 million and \$7 million. According to the comprehensive permit issued by the zoning board of appeals, the Cloverleaf development's 39 units will serve a mixed-income community, with tiered median income restrictions of 30, 60, and 100 percent. The project as approved would include 12 duplexes with a total of 24 units and a 15-unit apartment building. There would be a combination of one-, two-, and three-bedroom apartments. Project Developer Ted Malone submitted a request to increase the number of units from 39 to 43, while maintaining the development's footprint and total number of bedrooms. The ZBA approved this request. By changing four of the planned three-bedroom units into one- and two-bedroom units the project would better serve the local needs and could help to secure additional funding. If sufficient funds are secure by August, construction could begin this September. More information can be found in this Provincetown Independent article [here](#).

Wellfleet

On January 22, 2024, Gov. Healey, Lt. Gov. Kim Driscoll, and Secretary of Housing and Livable Communities Ed Augustus announced funding for 26 affordable housing projects in 19 communities across the state including The Residences at Lawrence Hill. Development team members Aaron Gornstein and Vita Shklovsky of the Preservation of Affordable Housing, and Jay Coburn, President & CEO of the Community Development Partnership, attended the announcement in Boston.

The Town of Wellfleet's investment of land, a largely grant funded wastewater treatment facility and \$1.85 Million in town funds will leverage an investment of over \$23 Million in State subsidies and tax credits. The 46 units of affordable and community housing will serve residents with a range of incomes. With this major hurdle in the rear-view mirror, developers hope to begin the 20-month construction period in 6 to 12 months.

"These housing projects are a great example of why we expanded the Low-Income Housing Tax Credit in our tax cut bill," said Governor Healey. Last fall, as part of a \$1 billion tax relief signed by the governor, the Administration raised the Low-Income Housing Tax Credit to \$60 million annually – a \$20 million increase over the previous year.

"Wellfleet citizens have been incredibly supportive of this project. With a unanimous decision from the Zoning Board of Appeals, no public opposition, significant local funding and a beautiful, energy efficient

design this was a very compelling project for the State to support," said Coburn.

To be notified when the Residences at Lawrence Hill applications are available, click [here](#) and submit your contact information.

Eastham

In advance of Annual Town Meeting, the Eastham Zoning Bylaws Task Force has been hard at work reviewing their amendments to the Form-Based Code and Design Guidelines for the North Eastham Corridor Plan. These bylaw changes will be necessary to build affordable housing at the Tee-Time property and Town Center Plaza, and is one step out of many required to take this plan from a draft to reality. Eastham anticipates putting out a request for developers by 2026. More can be read about the process [here](#).

Orleans

Pennrose has broken ground on exterior construction of the former Cape Cod 5 headquarters on West Road! The project will repurpose the existing bank building and construct two new townhouses. This project will create 62 housing units, 52 of which will be rented as affordable to people who make up to 80 percent of the Area Median Income (AMI). The remaining 10 units will be rented as attainable housing for people who make up to 110 and 120 percent of AMI. Read more [here](#)

Redevelopment of the Underground Mall site on Route 6A into housing will potentially break ground this Spring. Plans include 29 units consisting of eight one-bedroom units and 21 two-bedroom units. Maple Hurst Builders plans to subdivide the property for more financial flexibility. The units in three two-story buildings fronting Route 6A would be sold as condominiums. The back parcel would include two three-story buildings that would be rented as attainable housing. Buildings will be serviced by both onsite septic and innovative-alternative nitrogen-reducing technologies. Landscaping for the project includes greenspace in the center of the development, native plantings including pin oak and pine trees, and natural vegetative screening fronting Route 6A. The Site Plan Review Committee has approved the plan with some conditions, including, approval from the Board of Health for the onsite septic system. Read more [here](#)

Chatham

Chatham's Community Housing Partnership has selected consultant J. M. Goldson to produce the town's Housing Needs Assessment and create a Housing Production Plan. After an initial workshop with the Affordable Housing Trust's Board of Trustees, JM Goldson expects most of their community engagement work will take place in March and April. The trustees have voiced that they hope an updated Needs Assessment and Production Plan will provide them with real-time data to build community consensus and counteract NIMBYism as they move forward to create affordable housing in Chatham.

Brewster

The newly remodeled 212 Yankee Drive is the culmination of a years-long process to renovate a 3-bedroom home and preserve it as affordable in perpetuity. Truly a team effort, this project came to fruition thanks to the diligent efforts of Brewster town housing staff in conjunction with the MA Executive Office of Housing and Livable Communities (EOHLC), the Community Preservation Committee, Affordable Housing Trust, and even MassHealth! With the lottery closing at the beginning of February, we look forward to finding out who the new owners will be. Read more [here](#)

Harwich

Harwich's Affordable Housing Trust voted in January to fund 3 one-bedroom apartments at the former fire station for \$476,000. These units will be available to residents making less than 80% of the area median income in Barnstable County. Read more about it [here](#).

Community Resources

If you're struggling, the Homeless Prevention Council can help.

The Homeless Prevention Council (HPC) is in the Town of Brewster at The Pause Community Center for Recovery. Walk-ins are welcome or call for an appointment: 774-801-9501

Receive help with:
Rental assistance
Fuel assistance
Reduced utility rates
Food assistance
Financial assistance
Community resources

Where: Pause A While, 250 Underpass Road
When: 1st and 3rd Thursdays of the month
Time: 12 pm - 2 pm

THANK YOU

Thank You

**Your support is critical for the growth and success
of the CDP's Housing Programs.**

Affordable Rentals and Canal House

Chapel of St. James the Fisherman
The Mary-Louise Eddy and Ruth N. Eddy Foundation
St. Christopher's Church
St. Vincent De Paul Society
Cape Cod Foundation-Toop Family Fund
Cape & Islands United Way
Lower Cape Community Housing Partnership
Cape Cod Healthcare Foundation
Community Preservation Committees of
Brewster, Chatham, Eastham, Harwich, Orleans, Provincetown, Truro, and
Wellfleet
Massachusetts Community Health & Healthy Aging Funds
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Lower Cape Housing & ADU Resource Center
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