



CITY OF SOUTH PORTLAND

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Scott Morelli
City Manager

DRAFT MINUTES

Affordable Housing Committee

Wednesday, September 19, 2017
7:00 PM
City Hall - Council Chambers

Attendees:

Tiffanie Bentley	Amanda Robertshaw	Mike Hulsey
Isaac Misiuk	Tex Haeuser	Joshua Reny
Sandy Warren	Chief Jim Wilson	Matt LeConte

Absent:

Mike Duvernay	Mary Jo Elliot	Bertrand Mizero
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1. The meeting was called to order at 7:04 p.m. Pledge of Allegiance.
2. Minutes - Motion by Bentley second by Robertshaw to adopt the minutes of the July 6, 2017 meeting as printed. Motion passed with one abstention (Haeuser).
3. Josh provided a quick staff update and introduced Sandy Warren who is the City's new Community Development Director. She will be assisting occasionally on Fridays to work on affordable housing matters and will help staff this committee during the next few months. Josh gave a recap of the newly adopted Housing Security Ordinance and the notified the committee that the Inclusionary Zoning ordinance had failed at second reading. Isaac suggested the Committee discuss an alternative to the inclusionary zoning at a future meeting. Josh was asked if the housing webpage could be organized with subpages to make navigation easier.
4. Fire Chief Jim Wilson and Code Officer Matt LeConte were welcomed to the Committee meeting. Chief Wilson gave an overview of the current fire prevention program. More than 1,700 buildings are currently inspected each year, including residential properties with 3 or more units. That equates to about 500 residential properties. The City inspects to NFPA standards, which includes all of the common areas, heating and utilities, hallways, stairways. The work is divided by station and shift, and therefore 12 individual inspection teams exist. The buildings are batched by month, and inspections are typically done on weekends. Chief believes unit registration could be helpful, as long as the data is accurate. If additional residential units were required to be inspected, it could pose issues from staffing standpoint. Perhaps an expanded inspection program should focus on properties that do not participate in HUD inspections. However, it would still be important for the FD to inspect those properties

periodically so that firefighters are familiar with them. Tex believes that a registration program could pose a substantial administrative task for which the City is not currently staffed. He suggested finding a service provider to manage an online registration tool and database of registrants. Chief suggested that data be in a form that can be exported to City server and uploaded to GIS accessible to multiple departments. Everyone agreed have accurate data and a high level of compliance would be necessary to ensure the data is of value. Matt explained that Chapter 5 was amended a few years ago to require the disclosure of building ownership, but there is no enforcement mechanism or the staff necessary to ensure compliance. The Codes office is understaffed as it is, and therefore any expanded role to inspect residential units would require an addition of new staff to manage the program.

The Committee agreed that before a recommendation can be made it would have to understand the fiscal impact of its recommendation. How many staff would be needed and what would that cost? Which properties should be inspected annually and which less frequently? What would the registration fee have to be in order to offset the cost of the program? How would the City ensure compliance? It was decided that the first step is to identify the public benefits and purpose of such a program, and then engage with landlords and City departments to identify some lower-cost and achievable regulations that support those goals.

5. The Committee agreed to postpone the conversation on the Education Program to the next meeting scheduled for Nov. 1, 2017.
6. Motion by Hulseby seconded by Bentley to adjourn at 8:55 p.m. All in favor.