

**REGULAR MEETING
PROVINCETOWN HOUSING AUTHORITY
Wednesday, August 28, 2013**

A regular meeting of the Provincetown Housing Authority was called to order by C. Andrews, Chair, on Wednesday, August 28, 2013 at 5:20 pm in the Maushope Common Room at 44 Harry Kemp Way.

Provincetown Housing Authority Board of Commissioners:

PRESENT:

C. Andrews, Chair; N. Jacobsen, State Appointee; Kristin Hatch

ABSENT:

Diana Fabbri, Vice Chair; Stephen DelGizzo

OTHERS PRESENT: Patrick J. Manning, Executive Director

1. PUBLIC STATEMENTS:

None

2. COMMISSIONERS' STATEMENTS:

E.D informed Board that S. DelGizzo was in the hospital. Board requested a card be sent.

3. FRIENDS OF MAUSHOPE:

K. Hatch informed Board the Friends moving along well, doing a really great job. The Friends continue to finalize By-Laws, Incorporating & filing for 501C3

4. FINANCIAL REPORT:

E.D presented the July 2013 financials. ED informed the Board that Fee Accountant has clarified with DHCD that PHA is owed \$5,000.00 in subsidy funds and not owe DHCD a reimbursement of \$8,000.00

Motion by N. Jacobsen to accepted the July 2013 financial report as presented, seconded by C. Andrews

VOTED: 3-0-0

5. APPROVAL OF MINUTES:

N. Jacobsen motioned to approve the minutes of the July 31, 2013 Regular Meeting, seconded C. Andrews

VOTED: 2-0-1 (K. Hatch abstained)

K. Hatch motioned to approve the minutes of August 15, 2013 Special Meeting as amended, seconded by N. Jacobsen;

K. Hatch discussed with Chair C. Andrews that the Special Meeting should have been held prior to informing the press of the issue. C. Andrews explained that she felt it was important for the issue to be made public since the issue had been going on for several years.

VOTED: 3-0-0

6. EXPANSION of MAUSHOPE with POSSIBLE SEWER HOOK-UP:

S. Lynn, Town Manager responded to request for update that there was no additional information to update.

7. DIRECTOR'S REPORT:

A. DHCD:

1. High Leverage Asset Preservation Program:

Letter received by DHCD that PHA was accepted into Second Round. ED informed Board that acceptance into Second Round required PHA to be up to date with all DHCD requirements. K. Hatch thanked ED for maintaining compliance with DHCD requirements.

B. Maushope

1. 3 Phase Electric:

Additional estimates being obtained by ED.

2. Generator/Air Conditioners/Ceiling Fans:

ED to request that funding for ceiling fans be added to the DHCD approved Capital Improvement Plan

3. Census:

24 of 24.

C. Family

1. Formula Funding – Kitchens

E.D. updated the Board on the progress of the new kitchens being installed in 2 of the family units under the Capital Improvement Plan's Formula Funding.

2. Census:

9 of 9.

D. Foley House

1. Census:

10 of 10

8. OLD BUSINESS:

A. Report of the Commission for Public Housing Sustainability and Reform:

C. Andrews and ED drafting a letter to submit for the Public Hearings.

The Board discussed scheduling a Special Meeting to review and approve the letter to be submitted. The board discussed inviting the Tenant Association to the Special Meeting to assure tenants are updated. A Special Meeting scheduled for Tuesday September 17, 2013 at 5:30p.

B. Community Housing Council:

No CHC meeting scheduled, no report

C. Community Preservation Committee Report:

PHA Rep unable to attend last scheduled CPC meeting, no report

9. NEW BUSINESS:

A. Energy Alternatives for PHA Properties:

ED received list of solar contractors from Lower Cape Partnership regarding solar panels and will schedule site visits by contractors

10. APPROVAL of VOUCHERS:

N. Jacobsen motioned to approve vouchers as presented, seconded by K. Hatch

VOTED: 3-0-0

11. CLOSING STATEMENTS:

C. Andrews presented a thank you letter and certificate of appreciation for Molly Perdue for her service to PHA. Board approved letter for signatures and to send to M. Perdue

Board scheduled the next board meeting for Wednesday September 25, 2013

12. EXECUTIVE SESSION:

C. Andrews stated the purpose to enter into Executive Session in accordance with MGL. C 30A section 21 (6) was to consider the purchase, exchange, lease or value of real property 951R Commercial Street and that to discuss in Open Session would be detrimental to the purpose. C. Andrews announced that the open session would not reconvene at the conclusion of the Executive Session.

Motion by C. Andrews to enter into Executive Session; seconded by K. Hatch

Roll Call:

C. Andrews – yea, N. Jacobsen – yea, K. Hatch – yea

Respectfully submitted,

Patrick J. Manning, Recording Secretary