

**REGULAR MEETING
PROVINCETOWN HOUSING AUTHORITY
WEDNESDAY, APRIL 30, 2014**

A regular meeting of the Provincetown Housing Authority was called to order by C. Andrews, Chair, on Wednesday, April 30, 2014 at 5:15 pm in the Maushope Common Room at 44 Harry Kemp Way.

Provincetown Housing Authority Board of Commissioners:

PRESENT:

C. Andrews, Chair; Diana Fabbri, Vice Chair; N. Jacobsen, State Appointee; Kristin Hatch; Stephen Del Gizzo

ABSENT:

OTHERS PRESENT: Patrick J. Manning, Executive Director;

1. BOARD RE-ORGANIZATION:

C. Andrews reminded Board that she has terminated her position on the Board effective May 6, 2013. Board re-organization was on the agenda at the request of Board members.

C. Andrew motioned to nominate D. Fabbri as Chair, seconded by S. Del Gizzo; D. Fabbri accepted nomination

VOTED: 5-0-0

N. Jacobsen motioned to nominate K. Hatch as Vice Chair, seconded by C. Andrews; K Hatch accepted nomination

VOTED 5-0-0

K. Hatch thanked C. Andrews and S. Del Gizzo for their service. Board and ED presented Certificates of Appreciation to C. Andrews & S. Del Gizzo. N. Jacobsen stated that it has been a pleasure serving with C. Andrews & S. Del Gizzo and they will be missed. S, Del Gizzo informed the Board that it has been a pleasure to serve on the board and with the other members. S. Del Gizzo stated that he believes PHA is the true affordable housing in Provincetown. N. Jacobsen stated that she believes PHA is respected within the community of Provincetown.

2. PUBLIC STATEMENTS:

3. COMMISSIONERS STATEMENTS:

C. Andrews informed the Board that she believes housing will be very important for the new BOS and PHA and the CHC will need to be involved. C. Andrews informed the Board that the new BOS may not support the current plans for the Grace Gouveia building and PHA should think if interested in the building.

N. Jacobsen believes Provincetown needs a non-profit development corporation similar to Martha's Vineyard.

3. FRIENDS OF MAUSHOPE:

The of The Articles of Incorporation have been approved. The Friends of Maushope have scheduled an Open House at Maushope for Sunday May 18, 2014. The Banner will have an article regarding the Friends prior to the Open House. A sub-committee is working on the 501C3 application and it is almost complete. S. Roderick has agreed to review application prior to submitting it to IRS .

4. FINANCIAL REPORT:

E.D. presented the March 2014 financials. DHCD has reimbursed PHA \$28,000.00 in Formula Funding

Motion by K. Hatch to approve the March 2014 financial report, seconded by N. Jacobsen

VOTED: 5-0-0

5. APPROVAL OF MINUTES:

N. Jacobsen motioned to approve the minutes of April 1, 2014 as amended, seconded by K. Hatch

VOTED: 5-0-0

6. EXECUTIVE DIRECTOR'S REPORT:

A. DHCD:

1. High Leverage Asset Preservation Program:

Final scope of rehab submitted to DHCD, no response to date.

B. Maushope

1. Septic Maintenance/Repair:

E.D. informed the Board that DHCD approved requested by E.D for emergency funding from Formula Funding.

2. **3 Phase Electric:**

No updated information presented

2. **Generator/Air Conditioners/Ceiling Fans:**

E.D. to contact DPW Director regarding current generator at Community Center that is scheduled to be replaced regarding capacity and condition.

3. **Census:**

24 of 24.

C. Family

1. **Formula Funding – Kitchen/Baths:**

Final scope of rehab submitted to DHCD, no response to date

2. **Census:**

9 of 9.

D. Foley House

1. **Census:** 10 of 10

7. OLD BUSINESS:

A. Community Housing Council Report:

K. Hatch informed the Board the CHC is meeting weekly. Stable path has submitted for next round of Tax Credit funding and is hopeful to receive those funds. K. Hatch presented the Board with a draft plan of the possible housing that could be incorporated on the VFW land with a police station. The plan is preliminary. K. Hatch updated the Board regarding the 2 units at 16 Harry Kemp Way that were approved for affordable ownership. The Board requested the ED follow up with Housing Specialist M. Jarusiewicz regarding PHA's interest in the 2 units.

B. Community Preservation Committee Report:

K. Hatch informed the Board the CPC has not had a meeting to report on.

8. NEW BUSINESS:

A. Maintenance Position:

ED informed the Board that maintenance person is out on Workers Comp after suffering a cardiac event while shoveling at PHA. The maintenance person has informed ED that a filing for disability will be submitted. ED informed the Board the position will be advertised.

B. Conwell Street; Property for Sale, Potential PHA Interest:

K. Hatch informed the Board that rehab cost estimates for 9A Conwell Street may be prohibitive to develop affordable housing.

9. APPROVAL of VOUCHERS:

K. Hatch motioned to approve vouchers as presented, seconded by S. Del Gizzo

VOTED: 5-0-0

11. CLOSING STATEMENTS:

N. Jacobsen asked Board what should be done when a PHA tenant brings an issue to a Board member. C. Andrews recommended the Board member direct the tenant to the ED. N. Jacobsen explained the tenant feel ED disregards this tenant. ED suggested N. Jacobsen agree to schedule a meeting with tenant and ED with a Board members. N. Jacobsen explained it was a maintenance issue. ED will address the maintenance issue.

Board agreed to scheduled the next Board meetings once new Board members are elected on May 6, 2014

N. Jacobsen motioned to adjourn at 7:00pm

Respectfully submitted,
Patrick J. Manning, Recording Secretary