

**REGULAR MEETING MINUTES
PROVINCETOWN HOUSING AUTHORITY
WEDNESDAY MAY 27, 2015**

A regular meeting of the Provincetown Housing Authority was called to order by K. Hatch, Vice-Chair, on Wednesday May 27, 2015 at 5:19pm in the Maushope Common Room at 44 Harry Kemp Way.

Provincetown Housing Authority Board of Commissioners:

PRESENT: K. Hatch, Vice Chair; N. Jacobsen, State Appointee; E. Anderson; J. Germack

ABSENT: D. Fabbri, excused

OTHERS PRESENT: Patrick J. Manning, Executive Director

1. EXECUTIVE SESSION:

motion by K. Hatch to enter into Executive Session and return to Regular Session in accordance with MGL chapter 30A sect 21(a) at 5:21pm to consider the purchase, exchange, lease or value of real property 951R Commercial Street. Board will re-convene in Open Session:
Roll Call: vote: K. Hatch-yea; N. Jacobsen-yea; E. Anderson-yea; J. Germack-yea

Board re-convened to Open Regular Session 5:30

2. PUBLIC STATEMENTS:

Tenants W. Adams, C. Parris, K. Guiquinto presented to the Board complaints regarding the kitchen and bath renovations work being performed by the contractor awarded the bid. The tenants outlined their complaints:

1. contractor very slow and not keeping to time line schedule
2. weight of cast iron tubs required by DHCD in job spec.
3. poor communication from PHA staff regarding schedule and timeframe
4. quality of workmanship
5. quality of material required by DHCD in job spec
6. how job bid was awarded
7. contractor does not clean up at end of each day
8. 48 hour notice to enter not always given

3. COMMISSIONERS STATEMENTS:

K. Hatch informed tenants present that the Board would investigate their complaints about the kitchen and bath renovations and get back to them.

4. FRIEND of MAUSHOPE:

FofM will be doing a membership drive; develop a schedule for fund raising; a volunteer has offer to explore grants and assist the FofM to write grants

5. FINANCIAL REPORT:

E.D. presented the April 2015 financial report.

K. Hatch motioned to accept the April 2015 Financial Report, seconded by N. Jacobsen

VOTED: 4-0-0

6. APPROVAL of MINUTES:

E. Anderson motioned to approve the minutes of April 29, 2015, 2015 as amended, seconded by J. Germack

VOTED: 4-0-0

7. EXECUTIVE DIRECTOR'S REPORT:

A. DHCD:

1.High Leverage Asset Preservation Program:

Project to begin once the Formula Funding projects of kitchens & baths are completed.

B. Maushope

1. 3 Phase Electric:

No update available

2. Solar Energy Options:

E.D. did not attend last meeting of Cape E.D.s for updated information

3. Heat Alternatives in Case of Power Outage:

No update available

4. Non-Smoking Building:

No update available

5. Maushope Sewer Hook-Up/Expansion:

No sewer update from BOS

6. Census:

24 of 24.

C. Family

1. Formula Funding – Kitchen/Baths:

E.D. updated Board on progress of renovations. E.D. provided Board with information regarding tenant complaints about the contractor, required job spec by DHCD, staff communication

2. Census:

9 of 9.

D. Foley House

1. Door Entry System:

No update available.

2. Census:

10 of 10

8. OLD BUSINESS:

A. Community Housing Council Report:

K. Hatch provided report. Provincetown 365 attended the last CHC to provide update on what the group has done to follow up on housing issues from the 2015 Special and Annual Town Meeting; the CHC is exploring having a float of 2 small houses for July 4th parade; the CHC is considering submitting a letter to the state outlining concerns regarding the 40B development at the property located at 350 Bradford Street (Michael Shay restaurant)

B. Community Preservation Committee Report:

No meeting scheduled since Town meeting, no report available.

9. NEW BUSINESS:

1. PHA Web-Site:

E.D. to contact computer consultant

10. APPROVAL of VOUCHERS:

K. Hatch motioned to approve vouchers as presented, seconded by E., Anderson

VOTED: 4-0-0

11. CLOSING STATEMENTS:

K. Hatch recommended the Board or E.D. contact the realtor listing the property adjacent to Maushope. Board agreed and requested K. Hatch draft a letter to the owner or realtor regarding the property.

K. Hatch requested the Board focus on the expansion of Maushope. K. Hatch to obtain the plot and septic plans for Maushope

Board scheduled next Regular Meeting for Wednesday, June 24, 2015 at 5:15pm

K. Hatch motion to adjourn at 6:53pm

Respectfully submitted,

Patrick J. Manning, Recording Secretary