

**REGULAR MEETING MINUTES
PROVINCETOWN HOUSING AUTHORITY
MONDAY SEPTEMBER 21, 2015**

A regular meeting of the Provincetown Housing Authority was called to order by D. Fabbri, Chair, on Monday September 21, 2015 at 8:30am in the Maushope Common Room at 44 Harry Kemp Way.

Provincetown Housing Authority Board of Commissioners:

PRESENT: D. Fabbri, Chair K. Hatch, Vice Chair; N. Jacobsen, State Appointee;

E. Anderson

ABSENT: J. Germack

OTHERS PRESENT: Patrick J. Manning, Executive Director

1. PUBLIC STATEMENTS:

2. COMMISSIONERS STATEMENTS:

E. Anderson informed the Board that the meeting with CHR would be rescheduled for a Monday so K. Hatch might be able to attend.

3. FINANCIAL REPORT:

E.D. presented the August 2015 financial report.

K. Hatch motioned to accept the August 2015 Financial Report, seconded by E. Anderson

VOTED: 4-0-0

E.D. informed Board that J. Milne, Accountant will attend next Board meeting to review FY2016 budget.

4. APPROVAL of MINUTES:

D. Fabbri motioned to approve the minutes of August 26, 2015 as amended, seconded by N. Jacobsen

VOTED: 4-0-0

5. PROVINCETOWN HOUSING AUTHORITY EXPANSION:

Board re-scheduled meeting with CHR to Monday 10/19 at 10:30. Board requested E.D. follow up with R. O'Malley regarding 46 & 56 ½ Harry Kemp Way. The Board to invite M. Jarusiewicz to a PHA Board meeting.

6. 58 BRADFORD STREET:

The Board discussed 58 Bradford Street; a 9 unit building. D. Fabbri and E. Anderson informed the Board of the property tour. The property would need a complete rehab to meet code and minimum housing standards. The current 9 units would not be able to be maintained, would need to reduce the number of units. The Board decided not to explore the property further.

7. EXECUTIVE DIRECTOR'S REPORT:

A. DHCD:

1.High Leverage Asset Preservation Program:

PHA will provide alternate housing for tenants during renovations. E.D. presented Change Order #1.

K. Hatch motioned to approve Change Order #1, seconded by E. Anderson,

VOTED: 4-0-0

2. PHA Web-Site:

Computer consultant to schedule in September to develop PHA web-site.

3. DHCD-CIP:

ED presented CIP for Board review and approval.

1. Motion by N. Jacobsen to approve CIP as presented, seconded by E. Anderson

VOTED: 4-0-0

B. Maushope

1. Solar Energy Options:

E.D. to contact Town's Solar Energy group

2. Heat Alternatives in Case of Power Outage:

E.D. working with HVAC contractor to develop scope of work and cost estimates

3. Non-Smoking Building:

E.D. to schedule initial meeting for tenants with state program.

4.Census:

23 of 24.

C. Family

1. Formula Funding – Kitchen/Baths:

E.D. presented Change order #2.

N. Jacobsen motioned to approve Change Order o#2, seconded by K. Hatch

VOTED: 4-0-0

2. Census:

9 of 9.

D. Foley House

1. Door Entry System:

Additional quotes not obtained.

2. Census:

10 of 10

8. OLD BUSINESS:

A. Community Housing Council Report:

K. Hatch unformed the Board that the CHC would be scheduling a meeting with the new Town Manager

B. Community Preservation Committee Report:

CPC would be meeting to schedule the RFP date

9. NEW BUSINESS:

1. J. Germack would not be able to be the PHA representative on the Lower Cape Housing Group sponsored by the CCC. Board members would alternate attendance..

10. APPROVAL of VOUCHERS:

K. Hatch motioned to approve vouchers as presented, seconded by D. Fabbri

VOTED: 4-0-0

11. CLOSING STATEMENTS:

None

Board scheduled next Regular Meeting for Monday, October 19, 2015 at 4:00pm

D. Fabbri motion to adjourn at 9:45am

Respectfully submitted,

Patrick J. Manning, Recording Secretary