

**REGULAR MEETING MINUTES
PROVINCETOWN HOUSING AUTHORITY
MONDAY NOVEMBER 28, 2016**

A regular meeting of the Provincetown Housing Authority was called to order by K. Hatch, Chair on Monday November 28, 2016 at 5:15pm in the Maushope Common Room at 44 Harry Kemp Way, Provincetown.

Provincetown Housing Authority Board of Commissioners:

PRESENT: K., Hatch, Chair; E. Anderson; C. Parris

ABSENT: Nancy Jacobsen, State Appointee, (excused); J. Germack; (excused)

OTHERS PRESENT: Patrick J. Manning, Executive Director

1. PUBLIC STATEMENTS:

None

2. COMMISSIONERS STATEMENTS:

E. Anderson thanked C. Parris for being on the Board.

1. FINANCIAL REPORT:

A. FY2016 Year End Report: Jenna Milne:

J. Milne presented the FY2016 Year End Report, September 30, 2016. J. Milne reviewed the State 705-Family & 667-Elderly and the HUD Foley House. The year-end budget is over spent on the Extraordinary maintenance for the 705 & 667. The over budget due to MOD renovations that, PHA has not been reimbursed from DHCD.

Foley House has a healthy reserve; however, the loss of HUD subsidy funds will create an annual deficit of \$30,000. Alternate funding is being explored.

motion by E. Anderson to approve the FY2016 September 30, 2016 year-end Financial Report, seconded by C. Parris,

VOTED: 3-0-0

J. Milne reviewed the FY2017 budget guidelines released by DHCD. The budget guidelines allow for a 3% increase.

Motion by C. Parris to accept the FY2017 budget as presented by J. Milne, seconded by E. Anderson

VOTED: 3-0-0

motion by K. Hatch to take Agenda item #9, Approval of Vouchers out of order,
seconded by C. Parris,

VOTED: 3-0-0

9. **APPROVAL OF VOUCHERS:**

The Board reviewed the voucher.

Motion by K. Hatch to approve the vouchers, seconded by E. Anderson

VOTED: 3-0-0

Board scheduled the next Regular Meeting for Wednesday December 28, 2016 at 5:15pm

C. Parris motion to adjourn at 5:50pm, Quorum lost

Respectfully submitted,

Patrick J. Manning, Recording Secretary