

**REGULAR MEETING MINUTES
PROVINCETOWN HOUSING AUTHORITY
WEDNESDAY JUNE 7 2017**

A regular meeting of the Provincetown Housing Authority was called to order by Elaine Anderson, acting Chair on Wednesday June 7, 2017 at 5:15pm in the Maushope Common Room at 44 Harry Kemp Way, Provincetown.

Provincetown Housing Authority Board of Commissioners:

PRESENT: N. Jacobsen, State Appointee; J. Germack; C. Parris; E. Anderson

OTHERS PRESENT: K. Hatch

1. PUBLIC STATEMENTS:

None

2. COMMISSIONERS STATEMENTS:

J. Germack expressed all of our sadness over the passing of past Chair and member Diana Fabbri. She was a great friend to the PHA.

N. Jacobsen report on a clean up of the Maushope family units and the current condition.

3. OLD BUSINESS

A. Community Housing Council Report

Some members of the CHC will be attending the Housing Institute sponsored by Mass Housing Partnership.

B. Community Preservation Committee

No Report- Committee does not meet off grant cycle.

C. Consultant for ED Search (votes may be taken)

Motion by J. Germack for permission for K. Hatch to participate in discussion and to report on ongoing business of the PHA as a former member with disclosure of interest in the position of ED.

N. Jacobsen second. 4-0-0.

Acting Chair E. Anderson reported on the proposal for consultant Rick Leco for ED search sent to members by E Anderson. The consultant was suggested by M. Farrell from DHCD. E. Anderson said that he can be a great resource and will guide the PHA in the search for new Executive Director. Discussion of the process and consultant costs estimated to be the consultant fee of \$4800.

Motion by J. Germack to engage M. Leco as consultant.

Second by N. Jacobsen. 4-0-0

D. Interim ED discussion (votes may be taken)

K. Hatch updated members regarding a request she made of the Town Manager to enlist Town Council for clarification of State Ethics and DHCD rules regarding a board member serving in an employee position even on an uncompensated temporary basis. K. Hatch also reported on her follow up conversation with the State Ethics Atty confirming the rule of "one month off the board" as the State requirement. A new waiver would need to be sought for any time under the DHCD one year requirement.

Motion by Charlene Parris to rescind appointment of K. Hatch as Interim Executive Director due to State Ethics conflict of interest rule clarification requiring one month separation from board before serving in compensated or uncompensated position.

Second by N. Jacobsen. 4-0-0

E. Anderson reported new progress in finding an interim through ED search consultant Rick Leco. He suggested a candidate who has recently retired from the Bourne HA and is willing to work as Interim ED 2 days per week at \$75/HR while the PHA commences with ED search.

Motion by J. Germack to engage candidate as Interim ED.

Second by N. Jacobsen. 4-0-0

E. Anderson and K. Hatch will meet with Interim to discuss the ongoing business and scope of work.

4. NEW BUSINESS

Next meeting June 14, 2017, 5:15pm Work Session.

5. CLOSING STATEMENTS

J. Germack thanked K. Hatch for keeping the business of the PHA going while we go through the transition process.

N. Jacobsen requested the board move forward with the appointment of F. Coco to the board regardless of status as state appointee as she would be off board in two weeks.

Motion to adjourn C Parris

Respectfully submitted,

Kristin C. Hatch, Guest Recording Secretary

Motion to approve as corrected Charlene Parris 2nd Jenn Germack 4-0-0