

The **Provincetown Housing Authority** will hold a Regular meeting of the BOARD OF COMMISSIONERS Sunday, SEP 20, 2020 10:00 AM located at  
44 HARRY KEMP WAY in the COMMUNITY ROOM (Online)

**Votes may be taken on any agenda item**

## **MINUTES**

Call meeting to order 10:03am, Roll Call: Commissioners Coco, Szeker and Parris were present at roll call. There were no public statements.

Commissioner statements: Commissioner Szeker said she noticed marketing work done by ED to support CPA Grant request and raise awareness of PHA.

Reorganization of Board: Commissioner Parris Nominated:

Fran Coco as Vice Chair, Charlene Parris as Treasurer, Donna Szeker as Clerk. Seconded by Commissioner Szeker. Roll Call Vote 3-0-0

Approval of Minutes for June 18, 2020 meeting. Commissioner Szeker moved and Commissioner Parris Seconded. Roll Call Vote 3-0-0

and August 10, 2020 Motion to approve by Commissioner Szeker moved and Commissioner Parris Seconded Roll Call Vote 3-0-0

In preparation for the Town Meeting on September 21, 2020 Commissioners discussed how much they appreciated Bob O'Malley of Beachfront Realty for his continued generous pro bono work for the PHA. Commissioner Szeker motioned that the PHA votes to recommend Article 9 as written in the Warrant. Second by Commissioner Parris. Roll Call Vote 3-0-0

Director reported that the AUP Audit has begun with Thomas Flaherty CPA as the firm doing the audit which involves documentation work. Final Septic project bills are in. The PHA received money from the State for COVID-19 funds for extra costs associated. Most of this money was used for sanitization of the Senior Building. ED suggested using remaining funds as Hazard pay for admin and maintenance staff. Motion to approve Hazard pay for staff by Charlene Parris to approve, seconded by Donna Szeker. 3-0-0. Director and Commissioners discussed use of Admin money for the Septic project to augment the jobs to make the job complete. These included fencing for the family units and a staircase for the senior building. Foley House funding grant is in and we need to move to next phase of meeting to redo documents and things are going well.

Property report and capital projects discussed, slider at family unit done, authorizations for job and payments for projects #242045 - Septics, #242057- Kitchen at Court St, #242054- roof at Maushope, #242028- Window at Court St. Commissioner Parris moved for approval for projects to move forward, to authorize ED to make payments and sign documents on behalf of the PHA. second by Commissioner Szeker. Roll Call Vote 3-0-0

Motion to approve PHA Annual Plan by Commissioner Szeker, second by Commissioner Parris. Roll Call Vote 3-0-0

Commissioners also discussed accessibility of senior building and projects around bathroom and accessibility. Vacancy Report 1 vacancy at Foley, 1 vacancy at Maushope.

New Business Discussion about new members being appointed by the Board of Select which would require a Joint Meeting which will be on Monday Oct 5, 2020. Commissioners agreed and will be available.

Approval of Vouchers, Checks and online payments. Commissioners asked questions and got answers about bills paid by the PHA. Motion to approve by Commissioner Szeker, second by Commissioner Parris Roll Call Vote 3-0-0

No Closing Statements Motion to adjourn. Commissioner Szeker, second by Commissioner Parris Roll Call Vote 3-0-0

Adjourn at 11:20am

**NOTE: THIS IS A REMOTE PARTICIPATION MEETING**

The Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Provincetown Housing Authority Board will be conducted via remote participation.

PHA Board of Commissioners

Sun, Sep 20, 2020 10:00 AM - 11:30 AM (EDT)

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