

**REGULAR MEETING
PROVINCETOWN HOUSING AUTHORITY
Friday, February 9, 2007
(Re-scheduled from January 31, 2007)**

A regular meeting of the Provincetown Housing Authority was called to order by George Bryant, Commissioner and Acting Chair, on Friday, February 9, 2007 at 10:05 a.m. in the Maushope Common Room at 44 Harry Kemp Way, Provincetown, Massachusetts.

PRESENT: George Bryant, Commissioner
Molly Perdue, Commissioner
Harry Opsahl-Gee, Commissioner
Patrick J. Manning, Executive Director
Lucy Singer Farkas, Recording Secretary

ABSENT: Nancy Jacobsen, Vice-Chair (excused)
Pam Parmakian, Commissioner (excused)

APPROVAL OF AGENDA:

Motion by G. Bryant to approve agenda as presented, seconded by M. Perdue.

**VOTED: Unanimous to approve
agenda as presented.**

PUBLIC STATEMENTS: None

APPROVAL OF MINUTES:

Motion by Harry Opsahl-Gee to approve the following Minutes:

Regular Meeting of December 27, 2006;
Public Meeting on AHTF on February 2, 2007,

seconded by George Bryant.

**VOTED: Unanimous to approve
the above noted Minutes.**

FINANCIAL REPORT:

Board reviewed and discussed proposed budgets for FY2007 prepared by the PHA Accountant. G. Bryant asked for an increase in travel expenses (line item 4150) to allow greater attendance by Commissioners/Staff to participate in relevant conferences. He would like to attend the up-coming NAHRO Conference in Boston. He requested that the current budgeted amount of \$500.00 be increased to \$1500.00. Following discussion by Board it was agreed to ask for increased travel expenses of \$1500.00.

Board reviewed proposed budget increases for staff at 0%, 3% and 7%. The State has allowed for the FY2007 a 7% increase For LHA's, after years of holding the line at zero level. M. Perdue suggested, with agreement from G. Bryant, that the full Board be present to vote on increase. Matter to be placed on next agenda for consideration and vote by full Board.

Board reviewed renewal of Accountant's contracts for Elderly, Family, Disabled, and for Foley House. ED advised that proposed increase in fees are minimal and in line with other LHA accounting firms. G. Bryant asked if there was a way to do the accounting work "in-house, via computer. ED explained that this was simply not practical as the Accountant's duties include much more than generating a monthly budget. The accounting firm used is familiar with DHCD guidelines and reporting requirements.

Board reviewed FR for December 2006.

Motion by M. Perdue to approve agenda as presented, seconded by H. Opsahl-Gee.

**VOTED: Unanimous to approve
FR for December 2006 as given.**

DIRECTOR'S REPORT:

I. DHCD:

A. Eminent Domain--ED advised that under Chapter 121.B of Mass. General Law, LHA's do have authority to take land under eminent domain. However this is a lengthy and expensive process and other Cape towns have rarely pursued this avenue.

II. Maushope:

A. Census is 24 of 24.

B. Outdoor Replacement Sign--Tenants have met re. sign renewal and consensus was to keep the Housing Authority designation on sign. Tenant Association to look into hiring a professional company to do the work.

III. Family Housing:

A. Tenant Complaint Up-date--Status quo.

B. Septic Failure--ED has submitted necessary paper work to DHCD to re-open septic repair account for septic repairs allocated for 33 Court Street. He advised that the abutting property at 31 Court has been listed with a new realtor at a somewhat reduced cost. He will follow-up with the LCCCDC to determine their interest in the purchase and development of that property for affordable housing.

C. Census is 8 of 9.

IV. FOLEY HOUSE:

A. Census is 9 of 10.

B. Flood Insurance--Although FH is not in a designated flood plain and the Authority does not carry flood insurance on the property, insurance agent Bryden & Sullivan has advised that the Federal Govt. has plans to re-zone flood plains in the next few years which would likely place FH in a flood plain. If flood insurance were purchased now it would be at a lower cost which would be grandfathered in at such time as the re-zoning takes place. Cost would be app. \$800 to \$1000 per year. FH is in a low area but area has not flooded at any time in ED's recollection.

M. Perdue expressed her view that the additional cost for the insurance is

unwarranted at this point. Likely regulations may change and cost of insurance is unknown. Feels the Authority should maintain the status quo. Rest of Commissioners agreed with her.

V. OTHER:

A. Contract and Barnstable County Retirement System--No further action since last meeting. ED had asked a representative of the System to address the Board re. benefits and requirements. Was told their staff was limited and unable to do so. However, Board was invited to attend their monthly meeting. M. Perdue said she will try to do so and will so advise ED.

H. Opsahl-Gee advised that the State Retirement System make replace the BCSystem as that body has a very poor reputation for investing retirement funds of members.

B. Open Meeting Laws --P. Parmakian prepared a print-out for the Board on the Town Open Meeting Laws. Also made available was a paper on Town Meeting Guidelines and procedures (available in the PHA office).

C. ED Vacation--ED advised that we will be on vacation from February 17, returning on February 21. Feb. 19th is legal holiday.

OLD BUSINESS:

A. Affordable Housing Trust Fund:

AHTF met at a public meeting on February., 2 to discuss and resolve requests for expenditures from the Trust to begin the implementation of Housing Summit Plan B. The CPC had previously discussed same and had voted to approve. By a vote of 3 to 1 The PHA approved the proposal. (See PHA Public Meeting Minutes of Feb. 2, 2007).

B. Cumberland Farms:

P. Parmakian recused herself from meeting during discussion of this business.

A joint meeting with the Town Board of Selectmen has been tentatively set for Feb. 26. to discussion land remediation options, including the engineer's report submitted by Cumberland officials.

C. 951R Commercial Street:

P. Parmakian rejoined Board.

This property is to be turned over to the Authority, legal ramifications having been resolved. A meeting the Selectmen has been set for Feb. 26 to further discuss land negotiations.

D. Community Preservation Committee:

Meeting set for Monday, Feb. 26 to meet with applicants who have applied for funds under the program. Many of the applicants need to clarify the information submitted.

E. 2007 Annual Town Meeting Warrant--M. Purdue and P. Parmakian want to

move forward with a property transfer tax of 11/2% and asked Board to put together a group to work up a presentation. G. Bryant said that he is opposed to this tax and, thus, declined to participate.

M Perdue would like, too, for the group to look at the recommendations of the Housing Summit Implementation Group re. feasibility of their proposed transfer fee; not recommending any specific vote at this time.

F. Development

1. 1 Court Street:

ED will follow up with the LCCCDC re. their interest in purchase and development of 1 Court Street.

2. 44 Harry Kemp Way:

Thus far Doug Taylor, Building Commissioner, has not returned ED's request for information on development of land.

Harry Opsahl-Gee said if Board approves, he will follow-up with cost estimates on project.

3. Chatham Housing Authority:

This item placed on agenda at request of G. Bryant, who was unable to remain for its discussion. ED will further discuss with George and, if George wishes matter will be re-scheduled for a future meeting.

NEW BUSINESS: None.

The next Regular Meeting of the Board was set for Wednesday, February 28, 2007 at 5:15 p.m. in the Common Room at Maushope, 44 Harry Kemp Way. There being no further business a motion to adjourn was made. Meeting adjourned at 11:30 a.m..

Respectfully submitted,

Lucy Singer Farkas
Recording Secretary