

# Provincetown Housing Authority

44 HARRY KEMP WAY  
PROVINCETOWN, MASSACHUSETTS 02657  
TEL: (508) 487-0434  
FAX: (508) 487-2262

## REGULAR MEETING PROVINCETOWN HOUSING AUTHORITY Wednesday, March 28, 2007

A regular meeting of the Provincetown Housing Authority was called to order by Nancy Jacobsen, Acting Chair, on Wednesday, March 28, 2007 at 5:24 p.m. in the Maushope Common Room at 44 Harry Kemp Way, Provincetown, Massachusetts.

**PRESENT:** Nancy Jacobsen, Vice-Chair  
Pam Parmakian, Commissioner  
Molly Perdue, Commissioner  
George Bryant, Commissioner  
Harry Opsahl-Gee, Commissioner  
Patrick J. Manning, Executive Director & Recording Secretary

**ABSENT:**

### APPROVAL OF AGENDA:

Motion by P. Parmakian to approve the agenda as presented, seconded by M. Perdue.

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

### PUBLIC STATEMENTS:

### APPROVAL OF MINUTES:

Motion by P. Parmakian to approve minutes of February 28, 2007, March 5, 2007 and March 19, 2007 as presented, seconded by M. Perdue.

**VOTED: Unanimous to approve the minutes of February 28, 2007, March 5, 2007 and March 19, 2007 as presented.**

Motion by M. Perdue to approve minutes of February 9, 2007 and February 26, 2007 as presented, seconded by G. Bryant.

**VOTED: Unanimous to approve the minutes of February 28, 2007 and March 19, 2007 as presented.**

### FINANCIAL REPORT:

Board reviewed FR for January and February 2007.

Motion by M. Perdue to approve FR for January and February 2007, seconded by P. Parmakian.

**VOTED: Unanimous to approve  
FR for January and February  
2007.**

Board reviewed and discussed proposed FY2007 budget. Board requested staff to be excused to discuss pay increases included in FY2007 budget.

Board requested staff to return.

Motion by P. Parmakian to approve FY2007 budget with 7% budget increase  
Recommended by DHCD inclusive of 7% pay increase for ED and Secretary and 2%  
Increase for maintenance, seconded by M. Perdue.

**VOTED: 4-0-1 to approve  
FY2007 budget with 7% increase  
inclusive of 7% pay increase for  
ED and Secretary and 2% for  
maintenance.**

## **DIRECTOR'S REPORT:**

### **I. DHCD**

Board signed approved FY2007 budget.

### **II. Maushope**

Census of 23, handicapped unit available and maintenance is preparing unit for lease up. A current tenant in need of handicapped unit will be re-located to the unit.

### **III. Family Housing;**

#### **A. Tenant Complaint Up-date;**

No Further action

#### **B. Septic Failure:**

H. Opsahl-Gee discussed the need to repair the unit and get the unit leased up. Ed and Board discussed the lengthy process to explore alternate development at the property and how this delayed leasing up the unit.

Motion by H. Opsahl-Gee to repair the unit and  
lease it up as soon as possible, seconded by P. Parmakian.

**VOTED: Unanimous to repair the  
unit and lease up as soon as  
possible.**

### **IV: Foley House:**

ED presented to Board request by Town to hook Foley House up to sewer System as a Red Dot delay property prior to a failed Title 5. ED explained Cost; betterment, user and hook-up. Board discussed the need to hook-up Foley House since it is located in an area this is prone to flooding.

Motion by G. Bryant to hook-up Foley House to the sewer system,  
Seconded by M. Perdue.

**VOTED: 4-0-1 to hook-up Foley  
House to the sewer system.**

**V. OTHER:**

**A. ED Contract**

Postponed

**B. Barnstable County Retirement System**

Postponed

**OLD BUSINESS:**

**A. Affordable Housing Trust Fund:**

Postponed till after Annual Town Meeting

**B. Cumberland Farms:**

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

**C. 951R Commercial Street:**

P. Parmakian rejoined Board.

Board reviewed draft deed for conveyance of property to PHA from Town.

G. Bryant asked if tax title is complete and prior owners have no recourse. Ed informed Board that Town is now owner of record of the property with Barnstable County Registry of Deeds. Board approved accepting the property in accordance with deed drafted by Town Council. Board asked ED to request review by DHCD and/or MHP for development potential of the property.

Motion by H. Opsahl-Gee for a feasibility study and request ED to Request a meeting with Interim Building commissioner after Town Meeting, seconded by M. Perdue.

VOTED: Unanimous for a Feasibility study and request ED to Request a meeting with Interim Building Commissioner after Town Meeting.

**D. Community Preservation Committee:**

M. Perdue informed Board of a CPC funding request for 6 Shady Hill Lane that will be 12-100% affordable units with 3 of the units being 2-bedroom units. The funding request is on the Town Warrant for CPA funds.

**E. 2007 Annual Town Meeting Warrant:**

STM-2

Motion by P. Parmakian to recommend STM-2, seconded by M. Perdue.

**VOTED: 4-0-1 to recommend STM-2**

STM-3

Motion by M. Perdue to recommend STM-3 as amended for PHA to Appoint 1 regular member, seconded by P. Parmakian.

**VOTED: 5-0-0 to recommend STM3 as amended for PHA to appoint 1 regular member.**

STM-4

Motion by P. Parmakian to recommend STM-4, seconded by N. Jacobsen.

**VOTED: 5-0-0 to recommend  
STM-4.**

STM-5

Motion by P. Parmakian to recommend STM-5 as amended by BOS,  
Seconded by M. Perdue.

**VOTED: 5-0-0 to recommend  
STM-5.**

STM-6

Motion by G. Bryant to recommend STM-6, seconded by M. Perdue.

**VOTED: 3-0-2 to recommend  
STM-6**

STM-7

Motion by P. Parmakian to recommend STM-7, seconded by M. Perdue.

**VOTED: 4-0-1 to recommend  
STM-7.**

STM-8

Motion by P. Parmakian to recommend STM-8, seconded by N. Jacobsen.

**VOTED: 3-1-1 to recommend  
STM-8.**

STM-9

Motion by P. Parmakian not to recommend STM-9, seconded by G.  
Bryant.

**VOTED: 4-0-1 not to recommend  
STM-9.**

STM-10

Motion by P. Parmakian to recommend STM-10, seconded by M. Perdue.

**VOTED: 5-0-0 to recommend  
STM-10.**

ATM-9

1A

Motion by M. Perdue to recommend ATM-9-1A, seconded by P.  
Parmakian.

**VOTED: 3-1-1 to recommend  
ATM-9-1A**

2B, 2E, 3A

Motion by M. Perdue to recommend ATM-9-2B, 2E, 3A, seconded by P.  
Parmakian.

**VOTED: 4-0-1 to recommend  
ATM-9-2B, 2E, 3A.**

**NEW BUSINESS:**

None

The next Regular Meeting of the Board was set for Wednesday, April 25, 2007 at 5:15 pm in the Common Room at Maushope, 44 Harry Kemp Way. There being no further business,

Motion by H. Opsahl-Gee to adjourn the meeting, seconded by  
M. Perdue.

**VOTED: Unanimous adjourn the  
meeting at 7:01pm.**

Respectfully submitted,

Patrick J. Manning  
Recording Secretary