

**REGULAR MEETING  
PROVINCETOWN HOUSING AUTHORITY  
Wednesday, May 30, 2007**

A regular meeting of the Provincetown Housing Authority was called to order by Nancy Jacobsen, Acting Chair, on Wednesday, May 30, 2007 at 5:16 pm in the Maushope Common Room at 44 Harry Kemp Way, Provincetown.

**PRESENT:** Nancy Jacobsen, Vice-Chair  
Bryan Green, Commissioner  
Cheryl Andrews, Commissioner  
George Bryant, Commissioner  
Harry Opsahl-Gee, Commissioner  
Patrick J. Manning, Executive Director & Recording Secretary

**OTHERS:** Molly Perdue, Towanda McClure, Nancy Swanson

**ABSENT:**

**APPROVAL OF AGENDA:**

Motion by G. Bryant to move Agenda Item #9A to #3, seconded by B. Green.

**VOTED: Unanimous to approve  
agenda item move.**

Molly Perdue presented a written letter to the Board, expressing her desire, based on her past involvement on housing issues, to be the PHA appointee to the Community Housing Council.

Board discussed an option to advertise for the appointee position.

C. Andrews asked if other board members were interested on serving on the CHC. B. Green stated he was interested in representing PHA on the CPC.

N. Jacobsen made a motion to appoint M. Perdue as a Provincetown Housing Authority appointee to the Community Housing Council, seconded by H. Opsahl-Gee.

**VOTED: Unanimous to approve  
the appointment.**

**2...5-30-07**

C. Andrews made a motion to add an addendum to the prior motion, "term to expire on July 1, 2009," seconded by H. Opsahl-Gee.

**VOTED: Unanimous to approve  
addendum.**

Patrick Manning said that he would email the Town Manager and the Board of Selectmen, of the appointment.

## **PUBLIC STATEMENTS:**

Towanda McClure's letter to the PHA about making Maushope a smoke-free building, was read. She mentioned that cigarette smoke does not stay in the smokers' apartments. Discussion ensued regarding smoke-cleaning devices that could be installed in apartments. C. Andrews told the Board about "Smoke-Eaters" that were installed at Fat Jack's Eatery and could perhaps be installed in certain apartments. C. Andrews wanted to know what our options were.

ED discussed contacting PHA attorney regarding options for restricting smoking.

B. Green made a motion to check into size and costs of smoke-cleaning devices, seconded by C. Andrews.

**VOTED: Unanimous to check into devices.**

G. Bryant stated that he would like all PHA properties and units smoke-free within five years.

## **ELECTION OF OFFICERS:**

C. Andrews asked ED to clarify officer positions. ED clarified Chair, Vice-Chair, Treasurer and Vice Treasurer and presented their roles and responsibilities.

N. Jacobsen discussed possible postponement of agenda item to next meeting. Board decided to move forward.

## **3...5-30-07**

Motion by C. Andrews to nominate B. Green as Chair, N. Jacobsen seconded.

**VOTED: Unanimous.**

Motion by B. Green to nominate C. Andrews as Vice-Chair for one year, seconded by G. Bryant.

**VOTED: Unanimous.**

G. Bryant made a motion to nominate H. Opsahl-Gee as Treasurer, seconded by C. Andrews.

**VOTED: Unanimous.**

N. Jacobsen made a motion to nominate G. Bryant as Vice-Treasurer, seconded by C. Andrews.

**VOTED: Unanimous.**

**APPROVAL OF MINUTES:**

Motion by C. Andrews to accept minutes of March 28, 2007 and April 25, 2007, as printed, seconded by N. Jacobsen.

**VOTED: 5-0 to accept the  
Minutes of March 28, 2007  
and April 25, 2007 as printed.**

**OLD BUSINESS:**

C. Andrews inquired about making a motion to take item #8 out of order and move it to #6.

**8-A**

P. Manning explained, that under #8A, we have the Affordable Housing Trust Fund and that will become a moot point after July 1<sup>st</sup>, 2007, because the Trust Fund will be under the purview of the new Community Housing Council.

**4...5-30-07**

Until the legislation is approved, the Board remains as the approval authority and it should stay on your agenda, until the Housing Council is authorized to be in charge. The Board can make the decision that you don't want ongoing issues on your Agenda.

**8-B**

Discussion of 90 Shank Painter Road – Cumberland Farms came up. N. Jacobsen heard that there was an issue connected to the property. C. Andrews said that the Town will become the legal owner of the property, which was agreed upon at Town Meeting.

P. Manning explained that the Environmental Partners asked to have a meeting with Sharon, the new Town Manager. So, Sharon, Sue Connolly, from the Mass Housing Partnership, ED and David Guertin, from the DPW, met and their understanding was that the property was all set, however they want to have it clear that the Housing Authority was in the mix. With meetings about Cumberland Farms, it's important for Town Manager to be there, a representative from the Board of Selectmen, a representative from the Housing Authority, Environmental Partners and MHP. Those are five major people that need to be completely involved as we move forward. Sue Connolly was trying to put together a draft RFP and that would be for whomever the Board of Selectmen person is, Housing Authority person, Sharon and Environmental Partners. Town Manager would like to have somebody from the Housing Authority, in the role of representative, for 90 Shank Painter Road. One of the concerns with the CPC, is that it is a funding source and not necessarily one of the major players in the development of the property. The Housing

Authority and the Board of Selectmen jointly did an application for the dollars to develop that property.

C. Andrews stated that she'd be willing to go to as many meetings as she could and that two Board Members should go, so that if she can't make a meeting, someone else will be there. There's a big issue here and that means that they can issue an RFP for the whole project or they can chop it. And I don't know who they think is going to make that decision. When I say, "chop it," this is what I'm talking about, about the dump. David Nicolau's vision is, when you get a piece of property, how do you maximize what you do with it? One of the ways is to chop Shank Painter and you sell it off as 'commercial,' so it's no longer associated with the housing.

5...5-30-07

P. Manning said that Sharon would be getting an RFP draft for the five Groups to have some input into fine tuning the RFP. The Environmental Partners have presented a plan to move all the contaminated soil out of the center and bank it against Shank Painter and they got permission to bank Cumberland Farms and not have the living units there. There is talk about whether it's ownership or rental commercial. There are different ways of utilizing that property.

it up to

H. Opsahl-Gee stated you'd cap it up where you'd have commercial and not residential.

C. Andrews stated that one could look at this the other way around: that if you sold off a piece as commercial and get the cash, then it increases its value.

B. Green asked how many units were set to originally go in there.

G. Bryant answered "at least forty or fifty."

C. Andrews said that the application to the CPC says, under goals, "to develop approximately forty units."

P. Manning said that part of the agreement with Cumberland Farms, was to do a complete environmental impact study, which is considered a Phase One. Phase Two: testing everything. Cumberland Farms did a complete phase of everything. The stuff there can be capped and there are several solutions that can be presented to the EPA. All of this still has to be approved by DEP.

### **8-C**

**951R Commercial Street** – P. Manning reports that the Town of Provincetown took it by tax title. It's out at Beach Point, by the Sandcastle; it's like a little pie-shaped property. The Town has been in the process of tax title for almost a year and a half. The Housing Authority had requested if it could be used for affordable housing and if so, to have the land transferred over. At this point, the Town has completed that tax title and owns the property. They're now in the process of changing the

deed from the Town, over to the Housing Authority.

B. Green made a motion to accept the TAP money.

**VOTED: Unanimous.**

**6...5-30-07**

**8-D**

C. Andrews made a motion that Chairman, Bryan Green becomes PHA's Rep on the CPC, seconded by N. Jacobsen.

**VOTED: Unanimous.**

**8E-1.**

**Court Street** – P. Manning reported that 33 Court Street had a septic failure and would be going on the sewer system. The property next door to it, 31 Court Street, is on the market and has an actual piece of land. There was discussion as to whether that land would be possible to be purchased and if the Housing Authority could combine the two lots and develop additional units on those two pieces of property.

P. Manning reported that 35A Court Street will be hooking up to sewer System.

B. Green entertained a motion to instruct Ed to continue investigating 31 Court Street, seconded by C. Andrews.

**VOTED: Unanimous**

**8E-2.**

**44 Harry Kemp Way** – P. Manning reported that the PHA evaluated with TAP money and we could possibly do another duples. We'd have to build a retaining wall because this property slants down. "Cost-wise, it doesn't seem feasible."

H. Opsahl-Gee will follow up on septic system and developing property.

C. Andrews, commenting on 44 Harry Kemp Way, said she sees that there are two things that need to be developed: the sign outside and the flag. She wanted to know if there was money in the budget for the sign. P. Manning said the new sign is already ordered and that a sketch exists and wondered if that could be imprinted as a background. He said that the cost would come out of 'contract costs.' Discussion about obtaining a new flag ensued.

**6-A**

Board accepted monthly financial report.

**7...5-30-07**

**6B-Bank Cards**

P. Manning reported that, currently, George, Harry and Nancy are signers of the checks. Board signed new bank signature cards.

### **7A-Director's Report**

I.. – DHCD – A: ED told the Board, that they have a FY2007 approved budget from the DHCD.

II. – Maushope – A. – entrance Sign ordered at a cost of \$685.  
B. – Census: 21 of 24.

III. – Family Housing – A. Tenant Complaint Update: ED provided history for new Board.  
B. Septic Failure: property approved for sewer hook-up.  
C. Sewer Hook-Up – Received betterment invoice and hook-up agreement.

IV. – Foley House – A. Sewer Hook-Up: Complete.  
B. Census: 9 of 10.

V. – Other – A & B – ED Contract & Barnstable County Retirement Association – H. Opsahl-Gee provided new Board with history and we continue to follow up.

#### **7-1-A**

ED Contract – Barnstable County Retirement: H. Opsahl-Gee got information on a retirement plan, being 25 hours per week for employees and at least 10 years of service to the Town and be 55 years of age. More info is pending.

### **NEW BUSINESS**

G. Bryant made a motion to empower the Chairman to work with the Executive Director to get the Board some training with the Mass NAHRO, seconded by C. Andrews.

**VOTED: Unanimous**

N. Jacobsen made a motion to approve vouchers, seconded by B. Green. C. Andrews abstained.

**VOTED: 4-0-1**

### **8...5-30-07**

The next Regular Meeting of the Board was set for Wednesday, June 27, 2007 at 5:15 pm in the Common Room at Maushope, 44 Harry Kemp Way. There being no further business,

Motion by B. Green to adjourn the meeting, seconded by N. Jacobsen.

**VOTED: Unanimous to adjourn the meeting at 7:55 pm.**

Respectfully submitted,

Diana N. Fabbri  
Recording Secretary