

**REGULAR MEETING
PROVINCETOWN HOUSING AUTHORITY
Wednesday, February 22, 2006**

A regular meeting of the Provincetown Housing Authority was called to order by Margaret Carroll-Bergman, Chair, on Wednesday, February 22, 2006 at 5:20 p.m. in the Maushope Common Room at 44 Harry Kemp Way, Provincetown, Massachusetts.

PRESENT: Margaret Carroll-Bergman, Chair
Nancy Jacobsen, Vice Chair
Arturo Alon, Treasurer
George W. Bryant Commissioner
Patrick J. Manning, Executive Director
Lucy Singer Farkas, Recording Secretary

ABSENT: None

APPROVAL OF AGENDA:

Motion by A. Alon to approve agenda as presented, seconded by N. Jacobsen.

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

PUBLIC STATEMENTS:

Mary Chatlos, the new Maushope Tenant Assn. Chair introduced herself and Co-Chair, Jack Griffis, to the Board. Gladys Johnstone is the Secretary/Treasurer for the Association. Mary thanked Board for their continued efforts to create affordable housing opportunities for the Town and thanked PHA staff for their work at Maushope.

Towanda McClure, a Maushope tenant, complained about cigarette smells in the hallways coming from tenant apartments. She had asked ED to check on possibility of installing outside vents to dispel the smoke and odor. ED said he is trying to get information from an electrician about a venting system to work on a timer. He must, also, see if the DHCD will approve such an installation, if one is possible.

A. Alon asked about the possibilities of the smoking tenants installing air purifiers in their units.

Ms. McClure says that one tenant does have such a device put that it is not completely effective.

ED suggested that Ms. McClure install an air purifier in her own unit and, also, keep her door to the hallway closed.

A. Alon asked if the units are equipped with ceiling fans.

ED said there is a hanging lamp in dining areas and may be possible to install a fixture/fan combination although building was not set up for exhaust fans, other than for the stack pipes in bathrooms.

APPROVAL OF MINUTES:

Regular Meeting of Dec. 28, 2005:

Motion by A. Alon to approve minutes as presented, seconded by M. Carroll-Bergman.

**VOTED: Unanimous to approve
Minutes of Dec. 28, 2005.**

Joint Meeting with Selectmen on Jan. 9, 2006:

Motion by A. Alon to approve minutes as presented, seconded by

N. Jacobsen.

**VOTED: Unanimous to approve
Minutes of Jan. 9, 2006.**

Joint Meeting with Local Housing Partnership on Jan. 20, 2006:

Motion by A. Alon to approve minutes of Jan. 20, 2006, seconded by N. Jacobsen

**VOTED: Unanimous to approve
Minutes of Jan. 20, 2006.**

Regular Meeting of January 25, 2006:

As no quorum was present for this meeting no vote to approve minutes needed.

Joint Meeting with Community Preservation Committee on February 28, 2006:

As no quorum present at meeting no vote needed.

FINANCIAL REPORT:

Motion by A. Alon to approve the reports for December 2005 and January 2006, seconded by N. Jacobsen.

**VOTED: Unanimous to approve
Financial Reports for Dec. 2005
and Jan. 2006.**

ED advised that the budget must be signed by the Board but that the State has disallowed a budgeted increase in health insurance for Jim Turner. The PHA is to argue the case and budget may well be changed. Asked Board to hold off on signing until matter is clarified.

He noted, too, that the budget reflects shares of staff salaries charged to Foley House.

DIRECTOR'S REPORT:

I. DHCD:

Nothing from DHCD.

II. Maushope:

A. Census is 24 of 24.

III. Family Housing:

A. DHCD Inspection:

Annual inspections of Family Units are scheduled for Feb. 27th.

B. Tenant Complaint Up-date:

PHA Attorney Pat Grace is preparing matter for Court hearing as tenant continues to drag her feet in bringing her unit up to acceptable sanitary and safety codes.

C. Septic Failure:

Town Health Agent to approve repairs proposed for the failed system and the PHA to enter into an executive consent order which may include establishing an escrow account to be used for eventual hook-up into the Town sewer system.

ED advised that Billy Rodgers has presented the lowest bid for repairs and that a survey of the property is not required as system to be repaired rather than replaced.

G. Bryant asked about the type of repairs to be done.

ED said replacing the leaching field, which, according to the septic engineer does not have to be raised. Repairs can be done within the DHDC monetary allowance.

If it is later determined that the Town sewer will not reach the area in question the matter will have to be reexamined. In that event the State plans to refute the Town's position that a complete new, raised system is needed. Ed said if escrow is required the Authority could use funds from its sewer/septic reserve.

D. Census is 8 of 9.

IV. FOLEY HOUSE:

A. Eviction Up-date:

Tenant to be evicted has not yet been able to find alternative housing and had been given 120 days to vacate.

G. Bryant asked what happens if he is unable to find other residence.

ED said the matter will be brought to Court; if a mediation order is set he may be allowed to stay at FH under certain conditions that can then be monitored by the Court for compliance.

- B. Census** is 8 of 10. Several on the wait list have been deemed inappropriate for the residence. FH Director, Michael Burke, has been working diligently to fill the two vacancies.

V. OTHER:

A. Barnstable County Retirement System:

Still no response from the Atty. General re. the PHA application for membership. M. Carroll-Bergman said she would contact our State Representative to try to ascertain status.

B. State Appointee:

It appears that the paperwork submitted by Commissioner Jacobsen to the State has been lost. She has resubmitted her application and asked Representative Gomes for a quick response.

Nancy asked if she should take out papers to run for a regular position on the Board,

ED said he will follow up with Gomes. Paperwork has been submitted to the State three times now.

OLD BUSINESS:

- A. Creek Road:** No further movement on the pie-shaped parcel abutting property. It has been over four years ago since Town agreed to take over the property via tax title process; still on the tax title list. If the “pie” can be added to property promised the PHA, development will become viable.

- B. Affordable Housing Trust Fund:** M. Carroll-Bergman said the PHA must vote to approve expenditures from the Fund; one to approve the hiring of an Affordable Housing Consultant and one to approve expenditures for MHP services and soil testing for the Shankpainter Road property.

A. Alon said the Consultant position will be full-time via contract (not a Town employee but will be based at Town Hall.) Anticipated salary is \$45,000.00; no benefits to be provided.

Motion by A. Alon to approve expenditure of \$45,000.00 from the AHTF for an Affordable Housing Consultant, seconded by N, Jacobsen.

VOTED: Unanimous to approve expenditure of \$45,000.00 from the

AHTF for a full-time Consultant.

George Bryant will represent the PHA on the committee to interview prospective candidates.

Motion by A. Alon to approve expenditures from the AHTF for MHP services and soil testing at the Shankpainter Road property if funds for said services cannot be obtained via other resources. AHTF monies to be used only as a last resort, seconded by N. Jacobsen.

VOTED: Unanimous to approve expenditures from the AHTF, as a last resort, for MHP services and

soil testing

at Shankpainter Road

property, if such funds are
unavailable from other resources.

M. Carroll-Bergman discussed memo from Town Manager to rescind. tax exemptions for properties with affordable rental units; app. 10 units in Town get the exemption. There is to be a joint meeting of the LHP and the PHA on March 17th to discuss matter and suggests that Town Manager Bergman be invited. Rescinding must be approved by DOR prior thereto; if not so approved the meeting will be moot and cancelled as unnecessary.

C. Tax Title Property: Status quo.

D. State Appointee: Previously discussed.

E. Cumberland Farms Land: ED reported that the soil test on the property revealed no carcinogens which may make capping site viable; cost for capping is app. \$300,00.00.

The Town Manager is trying to get DEP approval for capping. Cumberland is doing additional soil analyses. If the soil must be removed the cost will escalate to app. \$1,000,000.00.

If it proves unviable to build housing on site, other options will be explored, including trade-offs for other sites.

F. 951R Commercial Street: The CPC did not approve the PHA application for a grant for this property, citing that application not complete and that did not meet CPC criteria for income levels. ED suggested that a new application be submitted and if denied based on income levels that the matter be challenged. As of June 30th the Cape Cod Commission begins its new funding cycle and the Authority can apply to them for monies for engineering studies and preliminary work.

ED advised Board that a long-term resident of the St. Peter's Church rectory has been told that she must vacate as the Church wants to tear down the building and replace it with housing for Church staff. ED suggested the possibility of moving that building to the 951R property. M. Carroll-Bergman and G. Bryant agreed to examine the building to see if it is worthwhile moving same.

G. Community Preservation Committee: There is a public meeting of the CPC on March 28th at which a review of the Cumberland Farms proposal will be held. Suggested that Board attend.

NEW BUSINESS: None.

APPROVAL OF VOUCHERS:

Motion by A. Alon to approve vouchers as presented, seconded by

N. Jacobsen.

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

The next Regular Meeting of the Board was scheduled for Wednesday, March 29, 2006 at 5:15 p.m. in the Common Room at Maushope, 44 Harry Kemp Way, Provincetown. There being no further business a motion to adjourn was made. Meeting adjourned at 7:15 p.m..

Respectfully submitted,

Lucy Singer Farkas
Recording Secretary

