

**REGULAR MEETING
PROVINCETOWN HOUSING AUTHORITY
Wednesday, May 31, 2006**

A regular meeting of the Provincetown Housing Authority was called to order by Margaret Carroll-Bergman, Chair, on Wednesday, May 31, 2006 at 5:16 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

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: None

APPROVAL OF MINUTES:

Motion by G. Bryant to approve minutes of April 26, 2006 as presented, seconded by N. Jacobsen.

VOTED: 3 to approve Minutes as presented; 1 abstention due to absence from that meeting,

FINANCIAL REPORT:

Motion by A. Alon to approve the Financial Report for April 2006 as presented, seconded by N. Jacobsen.

VOTED: Unanimous to approve FR for April 2006 as presented.

DIRECTOR'S REPORT:

I. DHCD: Nothing from DHCD.

II. Maushope:

A. Census is 23 of 24. One vacated Elderly unit is being readied for new tenancy. Wait list has been reviewed and preliminary Housing Offer letters have been sent to applicants at top of list.

III. Family Housing:

A. Tenant Complaint Up-date:

It appears that the unauthorized person living in unit has vacated although tenant of record continues to deny that that person had been living there.

B. Septic Failure:

The Town has planned to expand the proposed sewer line to reach Court Street. ED to appear before Board of Health tomorrow to get an Administrative Consent Order that would allow the PHA to set up an escrow account in anticipation of hooking into the Town system. In the interim the property can be pumped out as necessary.

M. Carroll-Bergman asked how often the septic was pumped last year. ED said only once, but that when water appeared on the surface the system was failed by the Town. Now unit is vacant until repairs/sewer hook-up can be completed. PHA maintenance is also to do other repairs to property to ready it for tenancy.

ED advised Board that DHCD engineer, Tom Hackenson, recently looked at property and suggested the purchase of an abutting house and lot that is for sale, with an eye to building new housing on the two properties. One sewer hook-up would suffice for both properties if so combined. Tom has proposed asking the State for an additional \$400,000.00 for land purchase.

The abutting property is currently on the market for app. \$700,000.00; owner believes it would sustain an additional eight bedrooms based on the square footage of property. ED does not believe it is an historic structure as the building has undergone many additions over the years. He is unclear of all the possibilities at this point in time as Hackenson's proposal was just suggested and State may be loathe to approve such an expenditure.

ED also wants to find out if the State grant of \$19,000.00 for septic repair could be used instead for the sewer hook-up and other plumbing needs.

G. Bryant said that the property in question is very low-lying and flood prone and very viable for sewer hook-up. He is skeptical about the number of bedrooms that would be allowed until an actual permit is secured from the Town.

C. Census is 8 of 9.

IV. FOLEY HOUSE:

A. Census is 8 of 10. One person to move in June 6th which will bring census to 9 of 10.

M. Carroll-Bergman asked about possible expansion of the FH population for mental retardation and/or mental illness.

ED said as the current program is written and funded it is for HIV-positive individuals.

G. Bryant asked if applicants who meet those criteria can be refused.

ED said "yes" if medical report indicates applicant cannot live independently or if criminal history check and/or references are bad.

V. OTHER:

A. Barnstable County Retirement System--Status quo as still awaiting response from State.

B. Paid Sick Leave--L. Farkas, PHA Clerk/Receptionist to enter hospital for surgery and expects to be out app. 6 weeks. Has requested Board approve paid sick leave for medical absence. Board to discuss matter in Executive Session following Regular Board Meeting.

OLD BUSINESS:

A. Affordable Housing Trust Fund:

ED reported that Town Manager now seems to be doing an about face on the position of AH Specialist, for which funding has already been approved. Town Manager feels that a number of services that are to be provided by the Specialist may be available through other area agencies for contract costs that would be lower than the approved funding. ED said he and others in attendance were surprised by his position as it had not previously been voiced or considered.

M. Carroll-Bergman stated that as long as all services are provided within the sum allocated (\$45,000.00) she sees no difference if done by one person (Specialist) or via various outside contracts.

G. Bryant asked about the private deed restricted units in Town which provide low-income housing. Who performs yearly tenant income reviews, inspects units for health and safety, etc.

ED said supposed to be done by various Town offices (Assessor, Bd. of Health) but that they cannot keep up with the demands of the program. Said the Town Manager to check what other local agencies could be used to

monitor program. Also, the MHP needs information to put together a listing of local affordable housing and this can't wait indefinitely.

A. Alon also felt that there is no telling how long it will take for the Town Manager to get information on contracting for services. Feels Specialist could be hired pending information on contract services; says wait a few weeks only to see what develops.

B. State Appointee:

N. Jacobsen advised that she has received notification that State has approved her application for State Appointee to the Board. Unfortunately, due to the long delay in State action on her application, the appointment is good only until the end of July 2006.

ED to contact the Board of Selectmen for a Joint Meeting so that a new Commissioner can be named for Nancy's current position, pending next election, N. Jacobsen advised that she has discussed the opening with a member of the community who she feels will be a good addition to the PHA Board, and who seems amenable to the position.

G. Bryant asked if Nancy will remain as State Appointment at the expiration of this term, or if another appointment process is needed.
ED said that she will have to be "re-appointed" but that the process should not be as cumbersome as the original one.

Due to family obligations, M. Carroll-Bergman will be gone most of the summer and unable to chair/attend Board meetings. Feels Board of Selectmen must act quickly on naming a new Commissioner for Nancy's seat in order to assure the presence of a quorum while she is away. She, too, felt that she should step down as Board Chair, but Board took no action on this proposal.

A. Alon advised that he hopes to be the Local Housing Partnership representative on the CPC and to check possible conflicts with Town Clerk due to his present role on the PHA Board. He does not see a conflict because he will be representing another agency.

C. Cumberland Farms:

The EPA has completed Phase 1 of their soil study of the property and to begin Phase 2, which could take up to five years. Cumberland still looking at a Town purchase of the site with the Town assuming clean-up costs. Town will not accept with this condition. Cumberland may elect to withdraw a sale offer, or decide to sell the parcel to someone else. The MHP is drafting a letter to Cumberland in the hopes of conciliating the matter of environmental concerns.

G. Bryant asked about the status of the adverse possession claim.
M. Carroll-Bergman asked that this issue be discussed in Executive Session.

D. 951R Commercial Street:

ED said he wants the Town to turn over this property to the Authority as was intended by Town Meeting.
M. Carroll-Bergman said if the land is in PHA hands the Authority will have to assume payment of taxes on the land and asked ED to find out what those costs will be. She does favor the land being deeded over but wants to know costs to the Authority.

G. Bryant asked about Town garbage pick-up for PHA properties.
ED said Town does pick up Family Units but that due to the number of units at Maushope, and number of individual cans required, it was more advantageous to use one dumpster for all tenants and hire a private carrier. Cost is \$190.00 a month for

once a week pick-up but the Company will make an extra pick up if dumpster is full. While on the subject, ED advised that on occasion outsiders will “sneak” debris into the dumpster; the DPW will pick up the unauthorized trash at no charge to the Authority.

E. Community Preservation Committee:

N. Jacobsen reported that John Ryan has been hired to do a needs assessment relative to the Cumberland property. He is to be paid by a grant from the MHP. To this point, Mr. Ryan has queried the Board of Selectmen and the PHA ED and has plans to appear before the PHA Board for input.

ED said the needs assessment should result in plans for best way to develop the Cumberland site to meet the needs of Provincetown.

N. Jacobsen advised Board about the Smart Growth Program and says she can represent the PHA in this program as part of her functions on the CPC. Feels the CPC role should be advisory.

ED said Town can apply for Smart Growth funds whose role is to develop a plan for how the community wants to grow.

G. Bryant advised that the Cape Cod Commission provides a similar role, but on a regional basis. Feels the CPC should learn more about both programs before making a commitment to Smart Growth.

According to N. Jacobsen, the CPC is still focusing on work force housing (moderate income) as opposed to low-income.

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, June 28, 2006 at 5:15 p.m. in the Common Room at Maushope, 44 Harry Kemp Way, Provincetown.

Motion by A. Alon that the Board go into Executive Session and will not re-adjourn to Regular Session, seconded by N. Jacobsen. Unanimous to adjourn to go into Executive Session. Regular Meeting adjourned at 6:25 p.m..

Respectfully submitted,

Lucy Singer Farkas
Recording Secretary