

**REGULAR MEETING MINUTES
PROVINCETOWN HOUSING AUTHORITY
WEDNESDAY, JUNE 25, 2014**

A regular meeting of the Provincetown Housing Authority was called to order by D. Fabbri, Chair, on Wednesday, June 25, 2014 at 5:18 pm in the Maushope Common Room at 44 Harry Kemp Way.

Provincetown Housing Authority Board of Commissioners:

PRESENT: Diana Fabbri, Chair; N. Jacobsen, State Appointee; Elaine Anderson, Jennifer Germack

ABSENT: K. Hatch; Vice chair (excused)

OTHERS PRESENT: Patrick J. Manning, Executive Director;

1. PUBLIC STATEMENTS:

N. Swanson informed the Board of several issues she would like the Board to address: damaged exterior siding that could allow mold, replace common room screen door, request that the common room slider have an exterior handle, handicapped main entry door be accessible by a door clicker, cable hook-up common room TV, non-smoking at Maushope, exterminator for bugs/ticks in back yard & front benches

2. COMMISSIONERS STATEMENTS:

E. Andersen recommended a letter be sent to the Governor requesting the re-appointment of Nancy Jacobsen as the Governor's State Appointee. N. Jacobsen informed the Board she recently received a request from the governor's office for additional information regarding her appointment.

Motion by E. Andersen to sent a letter to the Governor requesting the re-appointment of Nancy Jacobsen as the State Appointee, seconded by J. Germack

Voted: 4-0-0

E. Andersen inquired as to how to get items listed on the agenda. E.D. explained to send the item to E.D. of Board Chair 1.5 weeks prior to the scheduled meeting. E. Andersen requested the item/issue of smoking at Maushope be added to the agenda.

J. Germack asked if items identified by N. Swanson could be explained. E.D. explained: exterior siding was damaged during storm and unable to get a commitment of repair from siding company and maintenance person out on medical, siding to be repaired once maintenance person hired; common room screen door comes off track and easily put back on, to replace would require replacing entire door system; common room slider has never had an exterior handle due to safety concerns, door left open and unlocked and strangers excess building, no exterior handle decreases safety risk; main entry door is handicapped accessible by button, exterior access door is a se cured locked door that does access by clicker, clicker to exterior door negates building being a se cured building; cable hook-up for common room TV was cancelled by Comcast, E.D has been in communication with Comcast for explanation of why; ticks/bugs, E.D. offered to have sprayed by N. Jacobsen objected to the use of insecticides; smoking to be on next agenda.

3. FRIENDS OF MAUSHOPE:

Friends of Maushope will be meeting to decided if will have a float in Carnival Parade.

4. FINANCIAL REPORT:

E.D. presented the May 2014 financials.

Motion by N. Jacobsen to approve the May 2014 financial report, seconded by J. Germack

VOTED: 4-0-0

5. APPROVAL OF MINUTES:

E. Andersen motioned to approve the minutes of May 28, 2014 as amended, seconded by N. Jacobsen

VOTED: 4-0-0

6. EXECUTIVE DIRECTOR'S REPORT:

A. DHCD:

1. High Leverage Asset Preservation Program:

Bid to be opened July 9, 2014 at 2pm

B. Maushope

1. 3 Phase Electric:

Second electrician scheduled to provide quote in July

2. Solar Energy Options:

E.D contacted 3 companies utilized by Lower Cape Community Partnership

3. Heat Alternatives in Case of Power Outage:

The generator company showed up when office was closed. E.D. to follow up.

4. Census:

24 of 24.

C. Family

1. Formula Funding – Kitchen/Baths:

Bid to be opened July 9, 2014 at 2pm

2. Census:

9 of 9.

D. Foley House

1. Census:

a. 10 of 10

7. OLD BUSINESS:

A. Community Housing Council Report:

No report, K. Hatch excused from meeting

B. Community Preservation Committee Report:

No report, K. Hatch excused from meeting

8. NEW BUSINESS:

A. BOS Letter of Support:

The Board discussed requesting a letter of support from the BOS to Support the legislation supported by MassNAHRO in place of the governor's legislation to Regionalize Housing Authorities.

Motion by J. Germack to request letter of support from BOS, seconded by E. Andersen

9. APPROVAL of VOUCHERS:

D. Fabbri motioned to approve vouchers as presented, seconded by E. Andersen

VOTED: 4-0-0

11. CLOSING STATEMENTS:

D. Fabbri inquired about a notice received by MassNAHRO regarding training for Board members. E.D. explained it is not mandatory and at this time the expense would be PHAs. E.D. informed the Board that the legislation currently being debated include language for Board training with cost allowed in the budget by DHCD.

N. Jacobsen inquired about timeframe for the start audit. E.D. informed the Board that the state auditors now audit every 3 years not 2 years and have a month lead way. PHA is at the end of the 3 years. E.D. informed the Board that the legislation being considered would have housing authorities schedule independent audits.

E. Andersen inquired about vacancies. E.D. informed no vacancies.

Board agreed to scheduled the next Board meetings for Wednesday July 30, 2014

E. Anderson motioned to adjourn at 6:47pm

Respectfully submitted,

Patrick J. Manning, Recording Secretary