

**REGULAR MEETING MINUTES
PROVINCETOWN HOUSING AUTHORITY
WEDNESDAY, AUGUST 27, 2014**

A regular meeting of the Provincetown Housing Authority was called to order by K. Hatch, Vice Chair, on Wednesday, August 27, 2014 at 5:15 pm in the Maushope Common Room at 44 Harry Kemp Way.

Provincetown Housing Authority Board of Commissioners:

PRESENT: K. Hatch, Vice Chair; N. Jacobsen, State Appointee; Elaine Anderson, Jennifer Germack

ABSENT: Diana Fabbri, Chair (excused)

OTHERS PRESENT: Patrick J. Manning, Executive Director;
Gloria McPherson, Town Planner

1. PUBLIC STATEMENTS:

T. McClure inquired about non-smoking for guest.

N. Swanson informed the Board that vegetables are being stolen from tenants gardens; that someone is using rug at back door to prop door open; inquired as to when Common Room TV would be added to bulk cable system,

2. COMMISSIONERS STATEMENTS:

E. Anderson responded to T. McClure that the Board is exploring the smoking issue at Maushope and that it would include guest. N. Jacobsen informed the Board that she thought the article in the Banner regarding board members assisting to clean & paint a vacant apartment was excellent.

3. FRIEND of MAUSHOPE:

E.D. informed the Board the Friends next meeting was scheduled for September 20th

4. TOWN PLANBNER, GLORIA McPHERSON:

K. Hatch provided a brief history regarding the sewer hook-up for Maushope and discussions for expansion. G. McPherson informed the Board that she has not had any discussions with Town Administrators regarding the sewer hook-up nor expansion of Maushope. G. McPherson provided the board a brief description of her role as Town Planner and how she might be of assistance in the future. G.

McPherson informed the Board about the DART team that would be assisting the

Town and invited the Board. The Board tentatively scheduled for September 18 at 2:30

5. FINANCIAL REPORT:

E.D. presented the July 2014 financials.

Motion by E. Anderson to approve the July 2014 financial report,
seconded by J. Germack **VOTED: 4-0-0**

6. APPROVAL OF MINUTES:

postponed

7. EXECUTIVE DIRECTOR'S REPORT:

A. DHCD:

1.High Leverage Asset Preservation Program:

DHCD approved the lowest bid from Plan B Construction. E.D. informed the Board the contract needs to be approved by the PHA Board.

J. Germack motioned to award Plan B Construction the HLAPP for 35A Court Street, seconded by K. Hatch

VOTED: 4-0-0

2. FORMULA FUNDING/HEALTH & SAFETY: DNCD CONTRACT AMENDEMENT:

E.D presented to Board contract amendment #3 from DHCD. The contract amendment #3 to Capital Improvement Work Plan 5001 increases the contract by the amount of \$52,400.00.

N. Jacobsen motioned to approve the contract amendment #2, seconded by J. Germack

VOTED: 4-0-0

B. Maushope

1. 3 Phase Electric:

Second electrician rescheduled for September

2. Solar Energy Options:

E.D presented information from the second of the three companies regarding solar options. The other third company did not provide info.

3. Heat Alternatives in Case of Power Outage:

The generator company is to re-schedule. E.D. contacted DPW Director regarding the generator at the Community Center.

4. Non-Smoking Building:

E.D. informed the Board an organization working with DHCD would be scheduled to attend the next Board meeting.

5. Maushope Sewer Hook-Up/Expansion: CDBG Award/USDA

Application/CPA Application:

The Board requested E.D. to the DPW Director to the next Board meeting to update the board regarding applying for a USDA grant for the Sewer Hook-up for Maushope.

6. Census:

23 of 24.

C. Family

1. Formula Funding – Kitchen/Baths: Award Contract:

Awaiting DHCD to schedule Pre-Construction meeting

2. Census:

9 of 9.

D. Foley House

1. Fire Alarm Contract:

E.D. to schedule the alarm company to wire the fire alarm for monitoring.

2. Door Entry System:

E.D. exploring a door entry system for the residents at Foley House.

3. Census:

a. 10 of 10

8. OLD BUSINESS:

A. Community Housing Council Report:

K. Hatch reported that the CHC viewed the town's two older fire stations to explore the possibility of affordable housing. The fire station near town hall is not appropriate, the fire station in the West end has potential on the upper floors. The CHC plans to meet with the BOS in September.

B. Community Preservation Committee Report:

K. Hatch reported the CPC did not meet

9. NEW BUSINESS:

None

9. APPROVAL of VOUCHERS:

J. Germack motioned to approve vouchers as presented, seconded by E. Anderson

VOTED: 4-0-0

11. CLOSING STATEMENTS:

None

Board scheduled the next Board meetings for Wednesday September 24, 2014

J. Germack motioned to adjourn at 6:12pm

Respectfully submitted,

Patrick J. Manning, Recording Secretary