

**MINUTES OF A REGULAR MEETING
PROVINCETOWN HOUSING AUTHORITY
SEPTEMBER 27, 2017**

A regular meeting of the Provincetown Housing Authority was held on Wednesday, September 27, 2017 at Maushope Common Room, 44 Harry Kemp Way, Provincetown, MA. Meeting was called to order at 5:15 p.m. by Chair Elaine Anderson

BOARD MEMBERS PRESENT: Elaine Anderson, Nancy Jacobson, Jenn Germack, Charlene Parris

ABSENT: None

OTHERS PRESENT: Barbara Thurston, Interim Executive Director
Kristin Hatch, Selected applicant for Executive Director position
Keith Hunt, applicant to fill vacant seat on Board
Nancy Swanson, Tenant

PUBLIC STATEMENT: None

APPROVAL OF MINUTES: Motion made by Ms. Germack to approve the minutes of the regular meeting on August 23, 2017 and minutes from the interviews for the Executive Director position held on September 6, 2017. Motions seconded by Ms. Jacobson. Unanimous vote

Ms. Anderson welcomed Kristin Hatch and Keith Hunt to the meeting.

Ms. Anderson read an email from the secretary of the Board of Selectmen regarding the appointment of Mr. Hunt. The letter requested a poll of the Board. The poll was unanimous in favor of appointing Mr. Hunt.

Ms. Thurston updated the Board on Verizon services. They are unable to provide internet services. Ms. Thurston has contacted Comcast and they will be at the office on Saturday to install internet services.

The Board discussed the Governor's appointee to the Board. We made the request in February and still have received no decision.

Ms. Thurston informed the Board that she will be opening a revolving fund checking account at Seaman's Bank. We will keep the one account from TD Bank for the Gouveia account only.

Ms. Thurston will contact Jenna Milne for information regarding the proceeds for the sale of 951R.

Ms. Thurston informed the Board that the septic system at Maushope is failing and we will need to start the process of hiring an engineer.

Ms. Anderson will attend a meeting at the Outer Cape Institute for Housing on October 11th.

Ms. Thurston has contacted the Department of Labor and Workforce to revise Mr. Seaton's job description so that he will be paid a fair salary.

Motion by Ms. Jacobson to approve Ms. Thurston's time sheet from 7/26/2017 to 9/27/2017. Motion

seconded by Ms. Germack. Unanimous vote.

Motion by Ms. Jacobson to adjourn the meeting at 6:20 p.m. Motion seconded by Ms. Germack

Respectfully Submitted,

Barbara Thurston
Interim Executive Director