

**REGULAR MEETING
PROVINCETOWN HOUSING AUTHORITY
Wednesday, September 24, 2008**

A regular meeting of the Provincetown Housing Authority was called to order by Bryan Green, Chair, on Wednesday, September 24, 2008 at 5:47 pm in the Maushope Common room at 44 Harry Kemp Way, Provincetown.

PRESENT: Bryan Green, Chair
Cheryl Andrews, Vice-Chair
Nancy Jacobsen, Commissioner
Patrick J. Manning, Executive Director
Diana N. Fabbri, Recording Secretary

OTHERS: Pru Sowers, Banner Reporter

ABSENT: Cathy Reno Brouillet, Commissioner, Excused
Molly Perdue, Commissioner, Excused

APPROVAL OF MINUTES:

C. Andrews motioned to accept the minutes of August 27, 2008.
N. Jacobsen seconded.

VOTED: 3-0-0

C. Andrews motioned to accept the minutes of September 10, 2008,
as amended.
N. Jacobsen seconded.

VOTED; 3-0-0

FINANCIAL REPORT:

ED reports that the PHA's finances are healthy and should balance out at year end. September will show a final balance for the fiscal year of 2008.

the fiscal

ED will request from DHCD a new budget line for the sewer user fees. is allowing a zero percent budget increase for fiscal year, 2009.

The State

Jenna Milne, Accountant, will attend the next Board Meeting on October review and finalize the 2009 fiscal year budget.

29th to

DIRECTOR'S REPORT:

I. DHCD **A.** MOD Money Contract-Court St, Septic/Sewer.
PHA has received the second payment from the State for 33 Court Street.
The State has covered full betterment fees for 33 Court Street.

2.

II. Maushope **A.** Status same as last month.
 B. Census: 23 of 24.

III. Family **A.** Census: 8 of 9.

IV. Foley House **A. HUD Inspection** – No report.
 B. Audit – No report.
 C. Census – 10 of 10.

V. Other **A. ED FY08 Raise Board Vote** –

C. Andrews motioned to approve the fiscal year, 2008, budgeted 7 percent pay increase for the ED.

N. Jacobsen seconded.

VOTED: 3-0-0

B. ED Contract –

C. State & Barnstable County Retirement –

B. Green motions to take 6C out of order.

C. Andrews seconded.

VOTED: 3-0-0

OLD BUSINESS:

6-C – Community Preservation Committee:

B. Green reports that he is now the new Vice-Chair of the CPC. The CPC is discussing the possible combining of the land bank and the CPA. B. Green reports that the CPC discussed changing the current CPA split of 80-Affordable Housing, 10-Historic and 10-Open Space, to 80-Historic and 10-Affordable Housing and 10-Open Space.

B. Green reported that the representative for the Historic Commission informed the CPC that the HC would not support this.

C. Andrews asked the ED to request from Alix Heilala, Town Accountant, for financial information regarding combining the Land Bank and the CPA as well as changing the percentage of the three CPA categories. The requested information should reflect current and future funds and committed funds.

3. 6-A. – 90 Shank Painter Road:

C. Andrews reports that the RFP selection team made a presentation to the BoS with their recommendation for a developer. The recommendation was for a developer and not a design. The next step in the process, will be determined by the BoS and Sharon Lynn, TM. C. Andrews stated that she hopes the Community Housing Council will be involved.

6-B. – 951R Commercial Street:

ED reports that it will cost \$350 for an appraisal on 951R Commercial Street and should take about two weeks to complete the appraisal.

C. Andrews motioned to contract with Paul Asher-Best for \$350 to do the appraisal of 951R Commercial St.

N. Jacobsen seconded.

VOTED: 3-0-0

6-D. – Community Housing Council:

No report.

6-E. – 46 Harry Kemp Way:

PHA would need an appraisal on this property to move forward.

6-F. – Brown Street:

Nothing further to report. It's unclear if there is a clear title on this property. PHA needs more info.

APPROVAL OF VOUCHERS:

C. Andrews motioned to approve vouchers.

N. Jacobsen seconded.

VOTED: 3-0-0

Next meeting scheduled for Wednesday, October 29, 2008 at 5:45 pm.

There being no further business, B. Green motioned to adjourn the meeting at 6:56 pm.

C. Andrews seconded.

VOTED: 3-0-0

Respectfully submitted,

Diana N. Fabbri
Recording Secretary