

**REGULAR MEETING
PROVINCETOWN HOUSING AUTHORITY
Wednesday, June 26, 2013**

A regular meeting of the Provincetown Housing Authority was called to order by C. Andrews, Chair, on Wednesday, June 26, 2013 at 5:20 pm in the Maushope Common Room at 44 Harry Kemp Way.

Provincetown Housing Authority Board of Commissioners:

PRESENT:

C. Andrews, Chair; N. Jacobsen, State Appointee; Kristin Hatch; Stephen DelGizzo

ABSENT:

Diana Fabbri, Vice Chair (excused);

OTHERS PRESENT: Patrick J. Manning, Executive Director

1. PUBLIC STATEMENTS:

None

2. BOARD RE-ORGANIZATION:

K. Hatch motioned to appoint C. Andrews as Chair, seconded by N. Jacobsen
discussion – none

VOTED: 4-0-0

K. Hatch motioned to appoint D. Fabbri as Vice-Chair, seconded by C. Andrews
discussion – none

VOTED: 4-0-0

K. Hatch motioned to appoint S. DelGizzo as Treasurer, seconded by C. Andrews
discussion – none

VOTED: 4-0-0

3.COMMISSIONERS' STATEMENTS:

S. DelGizzo asked about information regarding the Resident Support Services; is PHA involved, how tenants notified, what services offered. ED provided information that PHA is part of the program and PHA tenants do receive services. The program is offered to any & all tenants of affordable housing in Provincetown. There are programs offered at Maushope; exercise class, yoga class, computer class and that transportation is provided to tenants for programs offered at other housing sites. The program

Coordinator sends out a monthly calendar as well as fliers that are posted at Maushope and mailed to family tenants. S. DelGizzo asked if the program offers support services for mental health and substance abuse. ED clarified that the Coordinator has resources to make referrals for support. S. DelGizzo asked how the program is funded and who the Coordinator reports to. Ed clarified the funding is from a CDBG and the Coordinator is hired by The Community Builders. C. Andrews informed the Board that if they would like additional information they could request a copy of the contract between the Town and TCB.

3. FRIENDS OF MAUSHOPE:

S. DelGizzo reported that a sub-committee is working on the documents to incorporate the Friends and file for the 501C3 tax exempt status. Next Friends meeting July 20 @ 10:30a

4. FINANCIAL REPORT:

E.D presented the May 2013 financials.

Motion by N. Jacobsen to accepted the May 2013 financial report as presented, seconded by S. DelGizzo

VOTED: 4-0-0

5. APPROVAL OF MINUTES:

N. Jacobsen motioned to approve the minutes of May 29, 2013 as amended, seconded by K. Hatch

VOTED: 4-0-0

K. Hatch motioned to approve the minutes of May 13, 2013 Executive Session, seconded by N. Jacobsen

VOTED: 4-0-0

6. JOINT MEETING with BOARD of SELECTMEN REVIEW:

C. Andrews asked ED what prior discussions with DHCD occurred that A. Knight referred too. ED knew of no prior discussions. The only possible discussion was between A. Knight and a DHCD representative at the dedication of Province Lands. A. Knight made comment to ED at the dedication that DHCD was interested in the expansion of Maushope. S. DelGizzo stated that the meeting clarified for him that a

USDA grant would be for the betterment and not the actual expansion of Maushope. The Board discussed that it was unclear if the USDA grant would be for the betterment for Maushope as currently 24 units or with an expansion of Maushope. S. Del Gizzo stated that the extent of an expansion of Maushope is not know at this time. K. Hatch stated the meeting was productive in that a USDA grant for the betterment will be submitted by the Town. The Board discussed that when there is a Joint Meeting with the BOS there needs to be a clear agenda which identifies is a vote may be taken.

7. EXPANSION of MAUSHOPE with POSSIBLE SEWER HOOK-UP:

Board requested ED to have for the next board meeting; the site plan for Maushope, the septic plan for Maushope and any site plans for the abutting properties. Maushope expansion to remain an agenda item.

8. DIRECTOR'S REPORT:

A. DHCD:

1. High Leverage Asset Preservation Program:

ED informed the Board that DHCD announced a new program and requested proposals from Housing Authorities with a deadline of June 19, 2013. ED provided the Board with information regarding the HLAPP. ED submitted a proposal for 35A Court Street and requested the Board vote to support the application.

Motion by K. Hatch to approve the application for the High Leverage Asset Preservation Program by the Provincetown Housing Authority, seconded by S. DelGizzo

VOTED: 4-0-0

B. Maushope

1. 3 Phase Electric:

estimate of \$19,700. received. ED to obtain additional estimates. Electrician recommended purchasing a back up inverta for the elevator as a less expensive alternative.

2. Generator:

Board requested ED inquire to other Cape HA EDs regarding air conditioners and generators: AC provided by HA for units; generator to power units, elevators & heat.

3. Census:

24 of 24.

C. Family

1. Census:

9 of 9.

D. Foley House

1. Census:

9 of 10 with lease up by end of month

9. OLD BUSINESS:

A. Report of the Commission for Public Housing Sustainability and Reform:

No additional information

B. Community Housing Council:

1. PHA Representative Report:

K. Hatch informed the Board that the Zoning Board approved conversion of 2 affordable rental units at 16 Harry Kemp Way to affordable ownership units. The CHC has 2 new members.

2. Request for Funding:

ED informed Board that a request needs to be submitted to the CHC for \$35,000.00 for match funds for the HLAPP.

Motion by C. Andrews for Provincetown Housing Authority to submit a request to the CHC for \$35,000.00 as match funds for the High Leverage Asset Preservation Program, seconded by S. DelGizzo

VOTED: 4-0-0

C. Community Preservation Committee Report:

No report

D. 16 Harry Kemp Way:

information provide under CHC report

10. NEW BUSINESS:

A. Energy Alternatives for PHA Properties:

Board requested ED obtain contact information from Lower Cape Partnership regarding installation of solar panels on LCP properties in Provincetown.

11. APPROVAL of VOUCHERS:

N. Jacobsen motioned to approve vouchers as presented, seconded by S. DelGizzo

VOTED: 4-0-0

12. CLOSING STATEMENTS:

none

13. EXECUTIVE SESSION:

C. Andrews stated the purpose to enter into Executive Session at 7:05 in accordance with MGL. C 30A section 21 (6) was to consider the purchase, exchange, lease or value of real property 951R Commercial Street and that to discuss in Open Session would be detrimental to the purpose. C. Andrews announced that the open session would not reconvene at the conclusion of the Executive Session.

Motion by C. Andrews to enter into Executive Session;

Roll Call:

C. Andrews – yea, N. Jacobsen – yea, K. Hatch – yea, S. DelGizzo -yea

Respectfully submitted,

Patrick J. Manning

Recording Secretary