

**REGULAR MEETING MINUTES  
PROVINCETOWN HOUSING AUTHORITY  
MONDAY SEPTEMBER 26, 2016**

**A regular meeting of the Provincetown Housing Authority was called to order by K. Hatch, Chair on Monday September 26, 2016 at 5:15pm in the Maushope Common Room at 44 Harry Kemp Way, Provincetown.**

**Provincetown Housing Authority Board of Commissioners:**

**PRESENT:** K., Hatch, Chair; E. Anderson; J. Germack; C. Parris

**ABSENT:** Nancy Jacobsen, State Appointee, (excused)

**OTHERS PRESENT:** Patrick J. Manning, Executive Director

**1. PUBLIC STATEMENTS:**

None

motion by K. Hatch to take Agenda Item 12. Executive Session out of order, seconded by J. Germack Role Call:

K. Hatch-yea; E. Anderson-yea; J. Germack-yea; C. Parris-yea

motion by J. Germack to enter into Executive Session according to MGL. C30A section 21(6) to consider the purchase, exchange lease or value of real property located at 26 Alden Street. The Board will convene back into Open Session, seconded by E. Anderson. Role Call:

K. Hatch-yea; J. Germack-yea; E. Anderson-yea; C., Parris-yea

**2. COMMISSIONERS STATEMENTS:**

K. Hatch welcomed C. Parris to the Board and thanked her for her willingness to serve. K., Hatch thanked the Board for their vote to move forward with 26 Alden Street.

**3. BOARD RE-ORGANIZATION:**

Elaine Anderson nominated Kristin Hatch to be Chair, seconded by Jennifer Germack: Kristin Hatch accepted nomination;

Jennifer Germack nominated Elaine Anderson to be Vice-Chair, seconded by Kristin Hatch; Elaine Anderson accepted the nomination: **VOTED: 4-0-0**

Kristin Hatch nominated Jennifer Germack to be Treasurer, seconded by Elaine Anderson. Jennifer Germack accepted the nomination. **VOTED: 4-0-0**

### **3. FINANCIAL REPORT:**

E.D. presented the August financial report. The Board discussed the mortgage on Foley House and if should consider paying of the mortgage. E.,D. To present the Board with a breakdown of the monthly mortgage invoice.

motion by K. Hatch to approve the August 2016 Financial Report,  
seconded by J. Germack , **VOTED: 4-0-0**

### **4. APPROVAL OF MINUTES:**

The Board reviewed the minutes from the August 24, 2016 Regular Meeting;  
motion by J. Germack to approve the August 24, 2016 Regular Meeting minutes,  
seconded by E. Anderson; **VOTED: 3-0-1** (K. Hatch abstained)

The Board reviewed the minutes from the September 12, 2016 Special Meeting.  
Motion by J. Germack to approve the September 12, 2016 Special Meeting minutes,  
seconded by E. Anderson; **VOTED: 4-0-0**

The Board reviewed the minutes from the September 12, 2016 Joint Meeting with the  
BOS

Motion by K. Hatch to approve the September 12, 2016 Joint meeting minutes, seconded  
by E. Anderson; **VOTED: 4-0-0**

### **5. PROVINCETOWN HOUSING AUTHORITY EXPANSION:**

E.D. informed the Board that there has been not update from MHP. K. Hatch provide an  
update to C. Parris regarding the Maushope Expansion. E., D. to contact T. Malone of  
CHR regarding consultant work with PHA as well as a CHR staff being involved for the  
expansion development.

### **6. EXECUTIVE DIRECTORS REPORT:**

#### **A. DHCD:**

##### **1. Capital Improvement Plan 2016:**

E.D. informed the Board that the CIP submitted to DHCD was approved.

## **B. Maushope**

### **1. Heat Alternatives in Case of Power Outage:**

E.D. informed the Board that the DHCD contact person for the program is on an extended vacation until the end of September. E.D. to follow up on an exemption to DHCD only considering Housing Authorities will 100 plus units.

### **3. Non-Smoking Building:**

E.D. to schedule initial meeting for tenants with state program.

### **4. Census:**

24 of 24.

## **C. Family:**

### **1. Property Landscaping:**

E.D. informed the Board that the DHCD consultant included in the CIP submitted to DHCD the driveway and walkway improvements with landscaping for the 705-2 family units on Aunt Sukey Way. DHCD has approved the CIP thus approving driveways, walkways and landscaping

### **3. Census:**

9 of 9

## **D. Foley House:**

### **1. Census:**

10 of 10

## **7. OLD BUSINESS:**

### **A. Community Housing Council Report:**

E. Anderson informed the Board that the CHC meet today and was provide a presentation by the owner of Windslow Farms that will no have 2 affordable unit. The CHC is considering allowing an income of 150% of AMI.

### **B. Community Preservation Committee Report:**

K. Hatch reported that the CPC is developing a timetable for a December 2016 submission date. K., Hatch reported the CPC is considering an "Open" submission date that would allow several submissions per year.

**8. NEW BUSINESS:**

A. State Appointee Position:

E.D. informed the Board that the PHA received a letter of support from the BOS that was requesting at the Joint meeting between PHA and the BOS to appoint Fran Coco as the State Appointee to the Board

**9. APPROVAL of VOUCHERS:**

E. Anderson motioned to approve vouchers as presented, seconded by  
J. Germack **VOTED: 4-0-0**

**10. CLOSING STATEMENTS:**

E. Anderson discussed the Board doing a site visit to 26 Alden Street, E.D. to schedule

Board scheduled next Regular Meeting for Monday October 24, 2016 at 5:00pm

C. Parris motion to adjourn at 6:52pm

Respectfully submitted,

Patrick J. Manning, Recording Secretary