

The Provincetown Housing Authority

held a Regular meeting of the BOARD OF COMMISSIONERS
on FRIDAY, APRIL 19, 2019 at 9:00 A.M. located at
44 HARRY KEMP WAY in the COMMUNITY ROOM

MINUTES

COMMISSIONERS	Elaine Anderson, Chair	STAFF PRESENT:
PRESENT:	Keith Hunt, Vice Chair	Kristin Hatch, Director
	Fran Coco	

COMMISSIONERS ABSENT: Charlene Parris, Treasurer Also present: none

The meeting was called to order at 9am by Chair Elaine Anderson.

There were no Public Statements or Commissioner Statements.

Chair's Report: Chair Anderson discussed current efforts by MASSNAHRO to fight DHCD on the decision to reduce ED hours and benefits when job turned over.

ED Report: Discussed smoking policy and codification of current accepted policy. Policy reviewed by Commissioners.

Report on current Capital Projects and Turnover expenses:

Capital Project complete include HVAC system for Maushope. Lighting replacement project in process and septic upcoming.

Expenses have been high due to an unusual number of turnovers. Two Maushope units and one Foley unit has had vacancies. This year we had 7 at Maushope and 4 at Foley. Plus 2 emergency events.

Property Report: Maushope 23 of 24, Family 9 of 9, Foley 9 of 10, Goveia 3 of 3. Qualification of candidates for vacant units are in process.

Projects report: Upcoming projects will require signature on contracts by ED

Motion to allow ED to sign Capital Project Contracts by Keith Hunt, second by Fran Coco

Vote 3-0-0

Discussion of ED number of hours and request to DHCD regarding same - ED reiterated that work needing to be done takes 25 hrs a week while paid for 16. MASSNAHRO working on legal solutions. Discussion regarding CIP Admin hours which ED can bill separately. Discussion regarding letter to DHCD about matter. Kristin will draft.

Policies and procedures: Vote to ratify the Smoking Policy and Lease Addendum.

Motion to Approve by Keith Hunt, Second by Fran Coco Motion Approved 3-0-0

Approval of Vouchers: Motion to Approve Vouchers by Keith Hunt, second by Fran Coco

Vote 3-0-0

Meeting adjourned at 10:00am