

**REGULAR MEETING
PROVINCETOWN HOUSING AUTHORITY
Wednesday September 1, 2004**

A regular meeting of the Provincetown Housing Authority was called to order by Margaret Carroll-Bergman, Chair, on Wednesday September 1, 2004 at 5:17 p.m. in the Maushope Common Room at 44 Harry Kemp Way, Provincetown, Massachusetts.

PRESENT: Margaret Carroll-Bergman, Chair
Teri Nezbeth, Vice-Chair
Arturo Alon, Treasurer
Nancy Jacobsen, Vice-Treasurer
Patrick J. Manning, Executive Director

ABSENT: None

AGENDA: Motion by T. Nezbeth to approve agenda as presented, seconded by A. Alon.

**VOTED: Unanimous to approve
agenda as presented.**

PUBLIC STATEMENTS:

A Family Housing tenant appeared before the Board regarding concerns about a neighboring Family Housing tenant. She told the Board that despite discussion of the problem with the E.D. she feels her concerns have not been adequately addressed and requests that the Board look into the matter. She provided written information documenting the problem. The Board agreed that two Board Commissioners, N. Jacobsen and A. Alon, would meet with ED to follow up on the matter.

APPROVAL OF MINUTES:

Board reviewed Minutes for meeting of August 4, 2004. No corrections noted.

Motion by A. Alon to approve Minutes of August 4, 2004 as presented, seconded by T. Nezbeth.

**VOTED: Unanimous to approve
as presented.**

Minutes of August 4, 2004

FINANCIAL REPORT:

Board reviewed and discussed the Financial Report for July 2004.

Motion by A. Alon to approve financial report as presented, seconded by N. Jacobsen.

**VOTED: Unanimous to approve
Financial Report as presented.**

DIRECTOR'S REPORT:

I. DHCD:

A. Atrium Project- - Awaiting DHCD review and approval of ED's request for DHCD to assume PHA cost.

B. State Subsidy Payments—ED continues to push State for 2004 subsidy payments.

II. MAUSHOPE:

A. Hot Water Tank:

ED informed Commissioners that no new information received to date.

B. DHCD Unit Inspections:

ED informed Commissioners that the one deficiency, loose toilet has been corrected.

C. Census is 23 of 24.

Bank handling the estate of the deceased tenant has promised in writing to pay all outstanding rents and late fees as soon as an executor for the estate is appointed.

ED continues to discussing moving with current Maushope residents who may be potential candidates for wheelchair accessibility in the near future.

III. FAMILY HOUSING:

A. DHCD Inspections

The family unit found overly cluttered is being addressed by the tenant. ED and maintenance have scheduled a follow-up inspection.

B. Census: 9 of 9.

IV. FOLEY HOUSE

A. Eviction Updates

The tenant involved remains bound by the mediation contract approved by the Court; appears to be doing well at this time.

B. Census is 8 of 10.

Several applicants are being screened for admission.

V. OTHER:

A. ED Contract:

Commissioners and ED agree to table pending information on retirement options and cost

B. Barnstable County Retirement Association:

Commissioners requested ED to provide financial cost to PHA. ED to request written information from Accountant.

OLD BUSINESS:

A. Creek Road-- No new information. Until so matter to remain on the agenda.

B. Affordable Housing Trust Fund--no further work has been done re. the Trust.

C. 44 Harry Kemp Way Development--no further movement made on possible development at site as building site recommended by engineer would block the fire road. Original site proposed by the Authority may be

financially unfeasible for development. Matter to remain on agenda pending further examination.

D. Tax Title Properties—no further information, matter to remain on agenda.

E. State Appointee—the Board has been unable to recruit a State appointed Board Commissioner and the position remains open.

F. Cumberland Farms --Devra Bailin of Cumberland legal department has provide a letter regarding the commitment of Cumberlands to PHA. ED will continue with to follow-up.

NEW BUSINESS:

A. Community Preservation Committee—M. Carroll-Bergman, PHA representative to CPC will update Commissioners on all CPC meetings..

APPROVAL OF VOUCHERS:

Board reviewed check registry and signed checks presented for signature.

Motion by T. Nezbeth to approve vouchers as presented, seconded by A. Alon.

**VOTED: Unanimous to approve
vouchers as presented.**

The next Regular meeting of the Board was scheduled for Wednesday, October 6, 2004 at 5:15 p.m. in the common room at Maushope. There being no further business a motion to adjourn was made by A. Alon, seconded by T. Nezbeth. Unanimous to adjourn at 6:16 p.m.

Respectfully submitted,

Patrick J. Manning
Recording Secretary