

**REGULAR MEETING
PROVINCETOWN HOUSING AUTHORITY
Wednesday, March 2, 2005**

A regular meeting of the Provincetown Housing Authority was called to order by Teri Nezbeth, Vice-Chair, on Wednesday, March 2, 2005 at 5:20 p.m. in the Maushope Common Room at 44 Harry Kemp Way, Provincetown, Massachusetts.

PRESENT: Teri Nezbeth, Vice-Chair
Arturo Alon, Treasurer
Nancy Jacobsen, Vice-Treasurer
Patrick J. Manning, Executive Director
Lucy Singer Farkas, Recording Secretary

EXCUSED: Margaret Carroll-Bergman, Chair

AGENDA:

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

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

PUBLIC STATEMENTS: David Goudreau, Director of Prevention and Education Services for the ASG, introduced himself to the Board. He had been invited to the meeting to get a sense of Board activities.

APPROVAL OF MINUTES:

A. Alon noted that the correct address for the tax title property discussed at last month's meeting should be 951R Commercial Street.

Motion by N. Jacobsen to approve Minutes of Regular Meeting of February 2, 2005 with correction, seconded by A. Alon.

**VOTED: Unanimous to approve
with correction.**

Minutes of Feb. 2nd

FINANCIAL REPORT:

Board reviewed Financial Report for January 2005.

A. Alon asked about the line item of Extraordinary Maintenance.

ED explained this item was for things other than general maintenance, usually for special projects under special contracts.

A. Alon asked if expenditures in this category were itemized.

ED said "yes", if monies are expended.

Motion by A. Alon to accept Report as presented, seconded by N. Jacobsen.

**VOTED: Unanimous to approve
Financial Report for
January 2005 as presented.**

Accountant Contracts:

Jenna Milne, PHA Accountant submitted her annual contracts for Board approval.

ED advised that the DHCD has allowed for a small increase in contract costs. The contract submitted for Foley House is correct but that for Elderly/Family seems to be incorrect (as cost is lower than that of last year). ED recommended that Board table vote on the contracts until ED can clarify with Accountant.

DIRECTOR'S REPORT:

I. DHCD:

- A. Maushope Atrium Payment-** - Item to remain on agenda until DHCD submits original signed copies to the Authority.

- B. Subsidy Payments--**ED advised that State yet owes the Authority app. \$1400.00 in subsidies for 2003. No subsidy due for 2004 as Authority income covered expenses.

II. MAUSHOPE:

- A. Washing Machines--**Reimbursement for machines from HAC still awaited. However it is now unclear if machines will be fully reimbursed or if HAC to reimburse only the difference in cost between conventional machines and the energy saver models that were purchased. ED's original understanding was that of full reimbursement and he is attempting to clarify with HAC officials.

- B. Census** is 24 of 24.

III. FAMILY HOUSING:

- A. DHCD Inspection--**Eviction against tenant in violation of fire/safety standards is proceeding. PHA Attorney is compiling necessary paperwork. The tenant is aware that eviction is pending but has yet to take steps to correct violations.

- B. Up-Date on Tenant Complaint--**The Authority continues to follow-up with eviction proceedings for three tenants for unauthorized occupants at their units. Attorney Pat Grace reviewing material, A fourth Family Tenant has applied to add another occupant on lease. That individual has a clean CORI and ED awaiting financial information to re-calculate rent.

- C. Septic Failure--**Septic engineer Billy Rogers has confirmed that the system in question is a Title V. He is to re-inspect the leaching field and if problem created because of grease build-up likely can remediate without installing a new system.

- D. Census** is 9 of 9.

IV. FOLEY HOUSE

A. Eviction Up-date--Tenant remains in compliance with Court order and his rent is up to date. Order to terminate at end of month and item will then be removed from the agenda.

ED has begun proceedings against another tenant for failure to comply with the mandated care component of the program. Tenant has been served with a 30-Day Notice and ED to review situation at end of the 30 days to determine tenant compliance.

B. Census is 10 of 10.

V. OTHER

A. ED Contract--Contract to be finalized.

B. Barnstable County Retirement Association--Admission into the Barnstable County Retirement System to remain on agenda until PHA application approved by that entity.

OLD BUSINESS:

A. Creek Road--According to up-dated tax title property information the Town is moving ahead with foreclosure of a small piece of land that abuts the Creek Road property. The combined properties may be suitable for development of two units.

B. Affordable Housing Trust Fund--ED working to finalize forms and protocol.

C. Tax Title Properties---ED looking at strategies for presentation at Town Meeting for the property at 951R Commercial. He will ask septic engineer Rogers to look at site and suggest various septic systems as an alternative to a raised bunker. Suggested that focus of presentation could be public access to beach.

N. Jacobsen said the site would allow for some public parking and a walkway to the beach.

Board agreed to hold a special work session on March 23rd at 5:15 p.m. to come up with presentation.

D. State Appointee—A. Alon has filed papers to seek a second term on the PHA Board. Similarly, N. Jacobsen has filed. Depending on other townspersons who have filed, Nancy may elect to withdraw her filing and assume the State Appointee position.

To date it appears that only one other individual has taken papers to run for Nancy's current Board position. This person is known to her and she agreed to ask him about his reasons for wanting to be on the PHA Board; important that he is in sync with the mission of the Authority.

E. Cumberland Farms--A meeting for March 9th has been set for the

attorneys of the Town, Cumberland Farms, and the alleged encroacher who has filed for adverse possession of the Cumberland-owned land on which he has encroached.

The adverse possession does not apply to Town-owned land on which there, also, appears to be some encroachment. The Town may be able to use this as leverage to facilitate a resolution between the encroacher and Cumberland Farms. Matter of PHA acquisition of Cumberland land remains up in the air. Still working to resolve discrepancies in land appraisals.

Devra Bailin of Cumberland seems to still be looking at gifting the land to the Authority. Possibility, too, that the CPC may be willing to purchase land for affordable development. In any event legal stumbling blocks must be cleared up before matter can be brought to Town Meeting.

ED to attend meeting with attorneys and advise PHA Board accordingly.

F. Community Preservation Committee-- N. Jacobsen, as the PHA representative on the CPC, says that that Committee has expressed a lot of interest in the Cumberland land. She further advised that the CPC has expressed interest in a property on Alden Street that has six units. The realty broker who is on the CPC has approached the CPC and the CDC about purchasing same; says he will forego his commission on such sale. He is pressing for a quick response to forestall private purchase of the site. N. Jacobsen says the thrust of the CPC seems to be towards “big” developments although individuals have yet to present plans. Nancy is also to attend a meeting of the Affordable Housing Task Force with an eye towards getting on that group.

NEW BUSINESS:

M. Carroll- Bergman has suggested that the Board have a work session re. the tax title property at 951R Commercial Street prior to Town Meeting in order to ready a PHA presentation re. the property. Board agreed to work session on March 23rd at 5:15 p.m. and to a delay in the next regular Board meeting to Wednesday, April 13th so as not to conflict with Town Meeting.

ED will have the Bookkeeper prepare two sets of checks for March and April so that payment to vendors will not be seriously delayed.

Other considerations for the special work session are a PHA presentation in support of its position on the Care Campus for Town Meeting and examining the warrant for matters pertaining to affordable housing so that PHA support can be presented as relevant.

APPROVAL OF VOUCHERS:

Board reviewed check registry and checks presented for signature.

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

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

Prior to adjournment, Board answered some questions posed by David Goudreau re. the various Town agencies/committees dealing with affordable housing issues and whether they are elected or appointed positions.

The next Regular Meeting of the Board was set for Wednesday, April 13, 2005 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. Unanimous to adjourn at 6:15 p.m..

Respectfully submitted,

Lucy Singer Farkas
Recording Secretary