

**REGULAR MEETING
PROVINCETOWN HOUSING AUTHORITY
Wednesday, May 4, 2005**

A regular meeting of the Provincetown Housing Authority was called to order by Margaret Carroll-Bergman, Chair, on Wednesday, May 4, 2005 at 5:26 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
Patrick J. Manning, Executive Director
Lucy Singer Farkas, Recording Secretary
Nancy Jacobsen (non-voting)

ABSENT: George W. Bryant, Newly-elected Commissioner, (elected 5/3)

AGENDA: ED requested that an Executive Session be added to follow Regular Session.
Motion by A. Alon to approve agenda with added Executive Session, seconded by T. Nezbeth.

**VOTED: Unanimous to approve
agenda with added Executive**

Session.

PUBLIC STATEMENTS:

Charlene White and Denise Gaylord, representing the Hensche Lane Affordable Housing units, appeared before the Board to request financial help from the AHTF to replace a failed septic system at the complex. They advised that the original septic contractor and the Town, who approved the system, refuse to accept accountability for the failed system. The Homeowners' Association has engaged a new contractor and work is to commence in July but many of the residents do not have the wherewithal to pay for this extensive work. Ms. White and Ms. Gaylord advised that they have appealed to a number of agencies for financial help but all have rejected their applications.

M. Carroll-Bergman suggested that they attend the next meeting of the Local Housing Partnership for support and then return to the PHA for further discussion and vote.

She advised Ms. White that a letter of support from the Trustees of the Homeowners' Association and the year-end financial statements be brought to the meeting with the LHP. Also be able to provide information on all avenues pursued by the Association for financial help and reasons for rejections. The Association should make sure there is no reserve already set up in their financial system for repairs to the complex's infrastructures.

ED suggested possible legal recourse against the original contractor. If the Association prevails it could then reimburse the AHTF.

M. Carroll-Bergman suggested seeking a low interest loan, possibly from the contractor, that would mitigate an immediate large expense for the homeowners. She, also, suggested looking into possibility of hooking into Town sewer system

ED said the complex is not currently on the sewer line and though it may be at some future date, time is now of the essence.

ED advised that he will have the Association's request be put on the LHP agenda.

M. Carroll-Bergman will attend that meeting o/b/o the Housing Authority.

A Family unit tenant of the Housing Authority complained to the Board about continuing problems with the boyfriend of a neighbor, another PHA Family tenant, and about inter-personal problems with PHA maintenance staff. She further complained that the neighbor had erected a fence between the properties and that the "bad" side of the fence

was facing her yard.

M. Carroll-Bergman advised that because the complaint involved PHA tenants and a staffer the matters cannot be discussed in a public forum but will be addressed in Executive Session. Was assured that the Board has not ignored complaint against the neighbor but has discussed in Executive Session and that the PHA Attorney is to proceed with legal action against the neighbor if her investigation warrants same. In the interim should call police if the boyfriend continues harassment.

Motion by T. Nezbeth that Regular Session of the Board be adjourned to allow Board to meet in Executive Session, to return to Regular Session immediately following, seconded by A. Alon. Unanimous to adjourn Regular Session at 6:28 p.m.

Board resumed Regular Session at 6:50 p.m..

N, Jacobsen, who was excused from the Executive Session, rejoined the Board.

APPROVAL OF MINUTES:

Motion by A. Alon to approve Minutes of Regular Meeting and Executive Session of April 13, 2005, seconded by T. Nezbeth.

**VOTED: Unanimous to approve
Sessions for April 13, 2005.**

Minutes of Regular and Executive

FINANCIAL REPORT:

Board reviewed Financial Report for March 2005.

Motion by A. Alon to accept Report as presented, seconded by T. Nezbeth.

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

DIRECTOR'S REPORT:

I. DHCD:

- A. Maushope Atrium Payment-** - Item to remain on agenda until DHCD makes final reimbursement payment of \$2300.00 and submits original signed copies of contract to the Authority.
- B. Subsidy Payments--**ED advised that State has not yet made full reimbursement for 2003 and as yet owes the Authority subsidies for 2005.
- C: State Audit--**ED advised Board that two State Auditors have been at the Authority for app. a week conducting a complete financial and operational audit; last one done in 2001. The auditors have free access to all Authority records. They will likely be here until sometime in June. The audit does not include Foley House or Sect. 8 hosting operations.
ED asked M. Carroll-Bergman to sign bank form approving bank account information access for the auditors.

II. MAUSHOPE:

- A. Washing Machines—**Reimbursement from HAC still awaited.

- B. Census** is 24 of 24 although one elderly tenant died a week ago and one remains in a nursing facility. Rent for both units has been paid through the end of the month. ED to begin canvas of wait list for the handicapped unit and for the second unit, as soon as it is determined that that tenant will not be returning to Maushope.

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--**Discussed in Executive Session.
- C. Septic Failure--**Meeting has been scheduled for Monday among State engineers and Town Health Inspector to discuss resolutions.
- D. Census** is 9 of 9.

IV. FOLEY HOUSE

- A. Eviction Up-date--**Tenant under mediation agreement remains in compliance with Court order. The mediation period is to end this month. A second resident has been served with a 30-Day Notice and was to have vacated within the week. He has asked for a short extension of his stay. There is a likelihood that eviction proceedings will be taken against a third resident for physical assault. ED awaiting formal report from FH staff regarding incident.
- B. Census** is 10 of 10.

V. OTHER

- A. ED Contract and Barnstable County Retirement Association—**
Still awaiting action on application from the Barnstable Retirement Assoc.

OLD BUSINESS:

- A. Creek Road--**Status quo.
- B. Affordable Housing Trust Fund--**ED working to finalize forms and protocol.
- C. Tax Title Properties---**Item to remain on agenda until determination is made about the small pie-shaped property abutting Creek Road .
- D. State Appointee--**N. Jacobsen has received the endorsement of the Board of Selectmen for this position. She was asked to work up a brief resume to send to the Governor. ED to solicit support, too, from the DHCD and State Representatives.
- E. Cumberland Farms--**Discussed in Executive Session.
- F. 951R Commercial Street Property--**ED preparing application to the

Mass. Housing Partnership for technical assistance grant. If the project proceeds the Authority will have to reimburse this money, else it is written-off by the MHP.

- G. Community Preservation Committee**--ED advised that N. Jacobsen can continue to represent the Authority as its State Appointee or a new representative can be assigned.

NEW BUSINESS:

DHCD has approved the FY2005 budget allowing 4% salary increases for ED and Clerk. Maintenance is covered under a different system and was awarded a salary increase in April.

ED advised that Bookkeeper has determined that Maintenance did not receive, as he should have, a 26 cent per hour increase from 4/04 to 5/31/05. This amounts to app. \$200.00. This money was inadvertently credited to the Authority reserves and will now be taken to reimburse Maintenance staff.

T. Nezbeth tendered her resignation from the Board effective 5/7/05 as she will be leaving Provincetown to pursue some personal goals. Board expressed dismay about losing her as a member and thanked her for her efforts. Recruiting for a replacement to fill her unexpired term will begin immediately.

APPROVAL OF VOUCHERS:

Board reviewed check registry and checks presented for signature.

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

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

The next Regular Meeting of the Board was set for Wednesday, June 1, 2005 at 5:15 p.m. in the Common Room at Maushope. There being no further business a motion to adjourn was made by T. Nezbeth. Unanimous to adjourn at 7:25 p.m..

Respectfully submitted,

Lucy Singer Farkas,
Recording Secretary