

**REGULAR MEETING
PROVINCETOWN HOUSING AUTHORITY
Wednesday, May 25, 2011**

A Regular meeting of the Provincetown Housing Authority was called to order by C. Andrews, Chair, on Wednesday, May 25, 2011 at 5:30 pm in the Maushope Common Room at 44 Harry Kemp Way.

Provincetown Housing Authority Board of Commissioners:

PRESENT:

C. Andrews, Chair; M. Perdue, Vice Chair; N. Jacobsen, State Appointee;
H. Gordon; T. Roberts

ABSENT:

OTHERS PRESENT:

Patrick J. Manning, Executive Director, Recording Secretary

I. PUBLIC STATEMENTS:

N. Swanson requested update regarding tenant issues. C. Andrews, Board Chair clarified for public in attendance that management issues need to be addressed with ED not during the Board's Agenda item "Public Statements"

Tenant Association Chair R. Chauvette updated the Board on issues of tenant safety regarding Conwell Street and Harry Kemp Way:

- A. Conwell Street speed limits approved at Annual Traffic Hearing not posted
 - B. Cross walks on Harry Kemp Way repainted and not moved, still start & stop at street drain
 - C. Lighting on Harry Kemp Way not changed so sidewalk still poorly lit
- R. Chauvette updated Board on Tenant Association April meeting:
- A. TA agreed to plan a Maushope 25th anniversary after Labor Day and prior to Columbus Day
 - B. TA recommends development of an "Operations/Procedures manual for new tenants
 - C. TA will hold elections of Officers at July meeting
 - D. OHC & CC Hosp replaced carpet flooring with laminate wood flooring and PHA might exploring doing same at time units vacated
 - E. Toilets need flushing numerous times
 - F. Bike storage area getting full and may need to be expanded

BOARD REORGANIZATION:

Andrews, Board Chair requested Board reorganization post May elections.

M. Perdue nominated C. Andrews for position of Chair, C. Andrews accepted, seconded by N. Jacobsen,

VOTED: 5-0-0

M. Perdue nominated N. Jacobsen for position of vice-chair, N. Jacobsen declined

C. Andrews nominated M. Perdue for position of Vice-Chair, M. Perdue accepted, seconded by N. Jacobsen,

VOTED: 5-0-0

M. Perdue nominated N. Jacobsen for position of Treasurer, N. Jacobsen accepted, H. Gordon seconded,

VOTED: 5-0-0

Board requested ED clarify requirement for and responsibilities of Treasurer.

II. COMMISSIONERS STATEMENTS:

Board member M. Perdue thanked TA Chair for update. M. Perdue agrees that Operations/Procedures manual a good idea.

C. Andrews updated Board that TA had not received a response from BOS regarding pedestrian safety concerns on Harry Kemp Way. TA did receive a response from Town Manager. H. Gordon asked if response received from DPW, yes response from DPW. C. Andrews informed Board that responses received from TM & DPW but no action taken. C. Andrews recommended resubmit concerns to BOS. C. Andrews to inform Board if/when on BOS Agenda

IV. APPROVAL OF MINUTES:

N. Jacobsen motioned to accept the minutes of April 27, 2011 with corrections and MGL citation, H. Gordon seconded.

VOTED: 5-0-0

N. Jacobsen motioned to accepted minutes of April 27, 2011 Executive Session, seconded by T. Roberts,

VOTED: 5-0-0

V. FINANCIAL REPORT:

N. Jacobsen motioned to accept financial report, M. Perdue seconded.

VOTED: 5-0-0

VI. DIRECTOR'S REPORT:

1. **DHCD:**

2. **Maushope:**

A. SEWER: letter received from DPW Director D. Guertin acknowledging PHA letter of interest for a future sewer connection for Maushope with Betterment Fee exemption identified. D. Guertin

questioned betterment exemption regarding previously connected PHA properties. ED will clarify that betterment exemption referred to PHA properties identified in letter of interest

B. CENSUS: 24 OF 24.

3. Family Housing:

- A. Heat System Replacement:** heat system replacement started by vender contracted.
- B. Sewer- Pearl Street:** letter received from DPW Director D. Guertin acknowledging PHA letter of interest for a future sewer connection for Pearl Street with Betterment Fee exemption identified. D. Guertin questioned betterment exemption regarding previously connected PHA properties. ED will clarify that betterment exemption referred to PHA properties identified in letter of interest. H. Gordon informed Board that Beautification Committee approved some landscaping shrubs for 40 pearl St
- C.** ED informed Board that tenant at 40 Pearl Street #1 vacated unit. PHA will have possession June 1st. ED offered Board to tour condition of unit on or after June 1st.
- D. Census:** 9 of 9

4. Foley House:

- A. Audit:** Auditor no available in June, ED will schedule in September
- B. Census:** 10 Of 10

DEVELOPMENT OF NEW SENIOR HOUSING:

Board discussed Town owned properties to be sold, Grace Gouveia and Recreation buildings as potential future Senior housing. Board received Town assessment of buildings in Board meeting packets. C. Andrews asked timeline for Town selling properties, no information available on timeline. H. Gordon informed the Board that the CHC did not recommend the GG building for Senior housing. H. Gordon requested M. Jarusiewicz, Provincetown Affordable Housing Specialist be invited to next Board meeting. Board discussed informing BOS and TM of PHA interest in GG & Rec buildings,

Motion by T. Roberts to send letter of interest regarding Grace Gouveia and Recreation building to BOS and TM, seconded by M. Perdue,

VOTED: 5-0-0

OLD BUSINESS:

- A. State appointee:** N. Jacobsen awaiting paperwork from Governor's office
- B. 90 Shank Painter Road:** all permits and funding in place

C. **951 Commercial Street:** T. Roberts asked if any deed restrictions. ED informed Board only deed restriction by Town when transferred deed to PHA where; creation of, sustain and/or maintain affordable housing. Gordon informed Board that local Realtors would list property on websites. Board discussed maintaining price at \$299,000.

T. Roberts motioned to maintain asking price of \$299,000, seconded by H. Gordon,

VOTED: 5-0-0

Board discussed timeframe for RFP, prior timeframe was 60 days, and Board discussed 90 days.

G. Gordon motioned to list RFP at 90 days, seconded by T. Roberts,

VOTED: 5-0-0

D. **Community Preservation Committee:** no report

E. **Community Housing Council:** report given under Agenda item 90 Shank Painter Road,

NEW BUSINESS: none

APPROVAL OF VOUCHERS:

H. Gordon motioned to approve the vouchers, M. Perdue seconded,

VOTED: 5-0-0

CLOSING STATEMENTS:

C. Andrews informed the Board of the new Open Meeting Law and Public Statements. C. Andrews interprets the new law to allow public statements under an agenda item "Public Statements" without prior notice by the public to be placed on the agenda.

The Board agreed to schedule the next meeting for June 22nd or June 29th dependant on the availability of M. Jarusiewicz to attend.

M. Perdue motioned to adjourn at 6:52 pm.

Respectfully submitted,
Patrick J. Manning
Recording Secretary