

**REGULAR MEETING  
PROVINCETOWN HOUSING AUTHORITY  
Wednesday, June 29, 2011**

**A Regular meeting of the Provincetown Housing Authority was called to order by C. Andrews, Chair, on Wednesday, June 29, 2011 at 5:00 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:**

G. Johnstone updated Board on Maushope 25<sup>th</sup> anniversary. G. Johnstone informed the Board that Maushope tenants are considering having a small gathering, maybe like a "Tea". G. Johnstone stated that tenants are thinking of a plaque and inviting Town officials and past Board members. G. Johnstone asked if the Board would approve some funds for the event.

C. Andrews informed G. Johnstone that the Maushope 25<sup>th</sup> Anniversary was on the agenda and would request the agenda item be taken out of order after agenda item 2.

**II. Michelle Jarusiewicz, Affordable Housing Specialist:**

M. Jarusiewicz clarified that the Board was interested in funding opportunities for affordable housing and resources for new senior housing. H. Gordon asked about the Grace Gouveia building for senior housing. M. Jarusiewicz informed the Board they could pursue the GG building but that the CHC had voted not support the GG building for senior housing. C. Andrews asked if the BOS had announced any timeline for the disposition of the GG building. M. Jarusiewicz informed the Board that not to her knowledge had any decision be announced by the BOS. C. Andrews informed all the BOS has requested Joint Meetings with all Board and the PHA Board could bring up the GG at the Joint Meeting. M. Jarusiewicz informed the Board that the GG would need total rehab. M Jarusiewicz informed the Board that there have been several inquires about the GG for different uses including one from the developers of 90 Shank Painter Road for affordable housing. H. Gordon asked about possible funding sources. M. Jarusiewicz informed the Board that there are funding sources that target rehab and not new construction that could be explored, such as the CCC TAP funds. ED informed the Board that PHA has applied and received TAP funds several time including for initial

engineering assessment of 90 Shank Painter Road. T. Roberts asked Board members if they are interested in pursuing additional senior housing. C. Andrews provided the Board with info regarding PHA's involvement with land adjacent to Maushope that PHA unsuccessfully attempted to secure for additional senior housing. The Board agreed that the feasibility to acquire and rehab the GG was a long shot but worth pursuing. The Board will discuss the GG with the BOS at their Joint meeting.

H. Gordon asked M. Jarusiewicz about CDBG and other funding the PHA might access for major repairs that become necessary. M. Jarusiewicz informed the Board that the CDBG funds utilized for the Maushope elevator are rehab funds for eligible low-income individuals/families that could be accessed if the rehab project meet the CDBG guidelines. H. Gordon asked the balance of the funds. M. Jarusiewicz informed the Board that the balance currently is about \$17,000. and the balance changes dependent on funds used and funds returned to the CDBG program. Funds that have been expended might be returned if a property is sold that utilized the funds for rehab. T. Roberts asked if PHA could access CPA funds. N. Jacobsen informed the Board that the CPA funds approved for 90 Shank Painter Road was a joint application by PHA and the Town. M. Jarusiewicz informed the Board that CPA funds returned from CHR for Stable path will remain for affordable housing but will prioritize debt service repayment. M. Jarusiewicz informed the Board that can submit an application to the CPC but the project needs to be ready to go to be considered by the CPC.

The Board thanked M. Jarusiewicz for attending the Board meeting and providing so much information and offering her continued support and assistance.

C. Andrews requested a motion to take agenda item 8B1 out of order.

Motion by T. Roberts to take agenda item 8B1 out of order, seconded by H. Gordon,

**VOTED: 5-0-0**

### **8B1: Director's Report: Maushope 25<sup>th</sup> Anniversary:**

The Board and several Maushope tenants in attendance discussed organizing a Maushope 25<sup>th</sup> Anniversary celebration. The discussion identified scheduling the celebration for a weekend day in mid October considering other events scheduled at that time, Women's Week and the AA Roundup. A tentative date of Sunday October 16<sup>th</sup> was identified with a time of 3 to 4 hours. Tenants clarified that it was the Maushope tenants and not the Maushope Tenant Association that would be organizing the celebration. The Board and Tenants discussed who might be invited; local and state officials, past PHA Board members and persons originally involved with making Maushope a reality. The discussion of food focused on how the Board and tenants could request donations from local restaurants, food service vendors and others. The Board and tenants discussed the possibility of offering a Tour of Maushope including some apartments. The tenants in attendance will schedule meetings open to all Maushope tenants to develop the initial plans for the Maushope 25<sup>th</sup> Anniversary and bring those plans to the next Board meeting.

### **III. COMMISSIONERS STATEMENTS:**

C. Andrews informed the Board that the TA is tentatively scheduled for the BOS meeting of July 25<sup>th</sup> regarding pedestrian safety concerns on Harry Kemp Way. C. Andrews informed the Board members that if 3 Board members attended the BOS meeting then PHA needed to post a meeting, 3 Board members are unable to attend so a posting is not necessary. C. Andrews informed the Board that the BOS has invited all Boards to a Joint Meeting and asked if the Board if they would like to schedule the Joint Meeting at the same time or separate time. The Board agreed the Joint Meeting should be separate.

### **IV. EXECUTIVE SESSION GUIDELINES/REVIEW:**

C. Andrews informed Board members that the DHCD attorney for PHA has scheduled an in-service for Board members on the topic of Executive Session and encouraged Board members to attend. The date, time and location were in the Board packets. C. Andrews encouraged Board members to review the AG's website regarding Executive Session.

### **V. BOS REQUESTED JOINT MEETING:**

The Board discussed scheduling the Joint Meeting and topics the board would like to discuss with the BOS. The Board decided that they would like to schedule the Joint Meeting soon. C. Andrews will request the Joint Meeting be scheduled as early as possible but not July 25<sup>th</sup>. The Board identified several topics to discuss; GG building, 951R Commercial Street and the Maushope 25<sup>th</sup> Anniversary.

### **IV. APPROVAL OF MINUTES:**

M. Perdue motioned to accept the minutes of May 25, 2011, H. Gordon seconded.

**VOTED: 5-0-0**

### **V. FINANCIAL REPORT:**

T. Roberts motioned to accept financial report, N. Jacobsen seconded.

**VOTED: 5-0-0**

### **VI. DIRECTOR'S REPORT:**

1. **DHCD:** no report

2. **Maushope:**

#### **B. TOILETS:**

ED informed the Board that the when ED followed up on the TA Chair presenting problems with toilets at the last Board meeting the TA Chair was not speaking for the TA but for himself. ED informed the Board the toilet has been repaired and that the issue of the toilet had not been previously brought to the attention of PHA staff. ED informed the Board that DHCD has awarded PHA funds to replace all toilets with low flush toilets. H. Gordon requested that the toilets be "handicapped" toilets, higher sitting.

**B. CENSUS:** 24 OF 24.

**3. Family Housing:**

**A. Heat System Replacement:** the 5 heat system replacements have been completed and DHCD will schedule a final inspection.

**B. Census:** 8 of 9.

**C.** ED informed Board that unit abandoned by family tenant is in deplorable condition and staff will need assistance of outside contractors. Board member N. Jacobsen toured the unit and agreed with ED that the condition of the unit is deplorable.

Motion by N. Jacobsen to approve ED to hire contractors to assist with the necessary repairs to abandoned family unit, seconded by H. Gordon,

**VOTED: 5-0-0**

**4. Foley House:**

**A. Audit:** Auditor to be schedule in September

**B. Census:** 10 Of 10

**DEVELOPMENT OF NEW SENIOR HOUSING:**

Addressed under agenda item 2. M. Jarusiewicz. Agenda item to be removed

**OLD BUSINESS:**

**A. State appointee:** N. Jacobsen completed paperwork and submitted to the Governor's office.

**B. 90 Shank Painter Road:** construction has begun

**C. 951 Commercial Street:** H. Gordon informed the Board that local Realtors cannot list the property on their websites due to a guideline with MLS. ED informed the Board that the consultant contracted for the RFP has changed employers and the re-issue of the RFP is delayed until the consultant receives approval from new employer to consult on the RFP or until prior employer hires a new person. T. Roberts ask what the development potential of the property was and if it might be enhanced if the sewer expands to that area of town. ED informed the Board that CCC TAP funds were awarded and utilized for initial engineering review of the property that identified the property could support 6 bedrooms with a raised septic system. N. Jacobsen informed the Board that the PHA had submitted an application to the CPC at the same time the application for 90 Shank Painter Road was submitted that was not approved by the CPC. H. Gordon suggested that PHA might want to explore selling the property to the Conservation Commission for Open Space. C. Andrews suggested a land swap could be explored. Board requested ED to ask DPW if the sewer will be expanding to service the area where the property is located.

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

- E. **Community Housing Council:** H. Gordon thanked M. Perdue for her ability as a CHC member to address with the developer of Stable Path to maintain affordable units in the first phase of development. The developer presented to the CHC developing only market rate units in first phase of development

**NEW BUSINESS:** none

**APPROVAL OF VOUCHERS:**

M. Perdue motioned to approve the vouchers, T. Roberts seconded,

**VOTED: 5-0-0**

**CLOSING STATEMENTS:**

C. Andrews stated that the Maushope 25<sup>th</sup> Anniversary is exciting and the Board and tenants should consider inviting Rep. Sarah Peake and Senator Dan Wolf

Next Board meeting scheduled for July 27, 2011 at 5:30pm.

N. Jacobsen motioned to adjourn at 6:52 pm, seconded by H. Gordon.

Respectfully submitted,  
Patrick J. Manning  
Recording Secretary