

**REGULAR MEETING
PROVINCETOWN HOUSING AUTHORITY
Wednesday, November 30, 2011**

A regular meeting of the Provincetown Housing Authority was called to order by C. Andrews, Chair, on Wednesday, November 30, 2011 at 5:37 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 (arrived at 6 pm) N. Jacobsen, State Appointee; H. Gordon; T. Roberts

ABSENT:

OTHERS PRESENT:

Patrick J. Manning, Executive Director; Diana N Fabbri, Recording Secretary; Gladys Johnstone, Vice President/Secretary of Maushope Tenants' Association; Michelle Jarusiewicz, Affordable Housing Specialist, Town of Provincetown.

1. PUBLIC STATEMENTS:

Gladys Johnstone wanted to discuss the Friends of Maushope. C. Andrews informed those present that Friends of Maushope on the agenda and can be taken out of order.

T. Roberts motioned to take the agenda item #4 out of order; H. Gordon seconded.

VOTE: 4-0-0

M. Jarusiewicz met with Laura Schufelt, Mass Housing Partnership, to talk about financial resources. L. Schufelt unaware of any available at this time, neither federal nor state. M. Jarusiewicz tried to convince Selectmen to make a priority with RFP to make 26 Alden Street affordable housing. She suggested applying for Community Block Grant monies down the road and CPA funds for a Feasibility Study.

H. Gordon discussed expansion of Maushope if able to hook into the sewer, with no betterment. C. Andrews suggest a meeting with BOS. BofC members agree. C. Andrews and the E.D. will work on drafting a letter to the BOS regarding sewer hookup interest with no betterment.

M. Jarusiewicz presented a proposal from Community Builders and Community Housing Resource to submit for CDBG funds for Residential Services. M. Jarusiewicz and Board discussed inclusion of PHA.

Motion by H. Gordon for PHA to be included in proposal, seconded by T. Roberts:

VOTED: 5-0-0

H. Gordon motioned to take Agenda Item 6B1 out of order; T. Roberts seconded.

VOTE: 5-0-0

E.D. updated Board regarding discussion with Chris Hottle, Director of the COA regarding Friends of the COA sponsoring Friends of Maushope

C. Andrews suggested that the PHA Board go full steam ahead at the beginning of the year.

H. Gordon suggested speaking with Candace Nagle, co-founder of the Pilgrim Bark Park.

G. Johnstone wanted to know what actions "Friends" would be responsible for. She suggested having a Tea and inviting people who would be interested in becoming "Friends of Maushope."

It was decided that the Tea would be held on Sunday, January 22, 2012 at 1 pm for the "Inaugural Tea of Friends of Maushope," meeting with Maushope Tenants and the PHA Board and other interested parties.

C. Andrews informed the Board she needed to leave early and requested Board to take several agenda items out of order

T. Roberts motioned to take Agenda Items 6A1 & 6A2 out of order; H. Gordon seconded.

VOTE: 5-0-0

6A1: ED presented a contract amendment from DHCD for the ARRA WAP family boiler replacements. The amendment is to cover change order cost in the amount of \$2,774.00

N. Jacobsen motioned to approve the DHCD contract amendment; H. Gordon seconded.

VOTED: 5-0-0

6A2: E.D. reported that DHCD is requesting all HA Boards re-certify their FY2012 Budgets as well as submitting all ED contracts. ED informed Board the NAHRO is recommending Boards not to sign re-certifications forms from DHCD as well a DHCD contract manager in agreement with NAHRO. Board agreed to wait for additional information from NAHRO

C. Andrews left at 6:45 pm. M. Perdue took over as Vice-Chair.

2. COMMISSIONERS' STATEMENTS: None.

3. FINANCIAL REPORT: E.D. provided FY2012 October 2011 financial report.

T. Roberts motioned to approve the Financial Report; N. Jacobsen seconded.

VOTE: 4-0-0

5. APPROVAL OF MINUTES:

H. Gordon motioned to approve the Minutes of October 26, 2011; N. Jacobsen seconded.

VOTE: 3-0-1 (M. Perdue abstained)

6. DIRECTOR'S REPORT:

A. DHCD – E.D. Contract – PHA Board will identify 2 Board members to schedule a meeting with ED to negotiate a contract.

B. Maushope :

3. Census: 24 of 24

C. Family:

1. Heat System Replacement – final payment to contractor once DHCD contract amendment finalized and funds released.

2. **Vacancy:** 40 Pearl St.: ED reported laminate flooring ordered to replace carpeting.

3. **Sewer:** no response from Town

3. **Census:** 8 of 9.

D. Foley House:

1. **Audit:** Accountant rescheduled November 3 & 4 to December 8th

2. AmeriCorp will paint all the common interior areas on Martin Luther King Day, 2012

3. **Census:** 10 of 10.

8. OLD BUSINESS:

A. Board State Appointee – Status: No report.

B. 90 Shank Painter Road – Update: A wait list and process may be available in January 21012

C. 951R Commercial St. – Update: DPW responded to a potential sewer hook-up. A sewer hookup will cost PHA a betterment fee due to undeveloped land. ED & board discussed the list price for the RFP and to release an RFP without a sewer hookup.

N. Jacobsen motioned to change list price from \$150,000 to \$175,000. T. Roberts seconded.

VOTE: 4-0-0

D. Community Preservation Committee – Report:

N. Jacobsen discussed the numerous proposals received. Open Space submitted several request. N. Jacobsen will look for guidance from the PHA Board regarding support for request prior to Annual Town meeting.

E. Community Housing Council – Report: No report.

9. NEW BUSINESS: None.

10: APPROVAL OF VOUCHERS:

T. Roberts motioned to approve vouchers; N. Jacobson seconded.

VOTE: 4-0-0

11. CLOSING STATEMENTS: None.

Next Board meeting scheduled for December 28, 2011 at 5:30 pm.
N. Jacobsen motioned to adjourn at 6:32 pm. T. Roberts seconded.

VOTE: 4-0-0

Respectfully submitted,

Diana N. Fabbri
Recording Secretary