

**REGULAR MEETING
PROVINCETOWN HOUSING AUTHORITY
Wednesday, May 23, 2012**

A regular meeting of the Provincetown Housing Authority was called to order by C. Andrews, Chair, on Wednesday May 23, 2012 at 5:41 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; Kristin Hatch; Diana Fabbri

ABSENT:

OTHERS PRESENT: Patrick J. Manning, Executive Director; Maushope Tenants' Association: Gladys Johnstone

1. PUBLIC STATEMENTS:

None

2. COMMISSIONERS' STATEMENTS:

N. Jacobsen motioned to take agenda item #4 out of order, seconded by D. Fabbri

VOTE: 5-0-0

4. JOINT MEETING WITH BOS:

C. Andrews informed Board members that June 25, 2012 has been identified for the Joint meeting with the BOS. All Board members are available at this time to attend. The Board discussed agenda topics and identified: inspection form/process, census & full Board. The Board decided to ask the BOS to identify their agenda topics.

N. Jacobsen motioned to return to the posted agenda, seconded by M. Perdue,

VOTED: 5-0-0

3. FRIENDS OF MAUSHOPE:

K. Hatch presented a draft invitation. Board members and TA provided input. K. Hatch will finalize invite and e-mail for final review. The final invite will be e-mailed to the ED for distribution to Board members and TA members to mail out as well as electronically send out. A mission statement was developed for the invite. The Board will host the "Tea" and ED will post the "Tea".

5. APPROVAL OF MINUTES:

M. Perdue motioned to approve the minutes of April 16, 2012, seconded by N. Jacobsen

VOTED: 3-0-2 (abstain K. Hatch, D. Fabbri)

K. Hatch motioned to approve the minutes of May 9, 2012, seconded by N. Jacobsen,

VOTED: 4-0-1 (abstain M. Perdue)

6. FINANCIAL REPORT:

ED presented and compared the financials for March 2012 and April 2012.

N. Jacobsen motioned to approve the financials, seconded by M. Perdue,

VOTED: 5-0-0

7. DIRECTOR'S REPORT:

A. DHCD:

B. UNIT INSPECTION FORM/PROCESS:

ED presented the modified unit inspection form.

B. Maushope

1. Friends of Maushope: already covered.
2. Sewer Update: the Board discuss the betterment, hook-up & operational cost. The Board will request a meeting with Town Administration, DPW and BOS.
3. Vacancy: leased up
4. Census: 24 of 24.

C. Family

1. Sewer Update: covered under Maushope sewer update
2. Census: 9 of 9.

D. Foley House

1. Census: 9 of 10; vacant unit to be leased up May 25, 2012.

8. OLD BUSINESS:

None

9. NEW BUSINESS:

A. Board Reorganization;

C.Andrews reviewed Board positions and the responsibilities of. C. Andrews offered to postpone Board reorganization to allow new members to become formilar with PHA and their role as board members. M. Perdue informed the Board that her time availability has become limited and felt the Board reorganization should move forward. The Board decided to reorganize the Board.

C. Andrews nominated N. Jacobsen as Treasurer, N. Jacobsen accepted, seconded by M. Perdue,

VOTED: 5-0-0

M. Perdue nominated D. Fabbri as Vice-Chair, D. Fabbri accepted, seconded by C. Andrews,

VOTED: 5-0-0

M. Perdue nominated C. Andrews as Chair, C. Andrews accepted, seconded by N. Jacobsen,

VOTED: 5-0-0

B: Community Housing Council Appointment:

M. Jarusiewicz informed the ED that the PHA representative on the Community Housing Council was now vacant and needed to be filled. The Board discussed the role and responsibilities of the PHA representative on the CHC. M. Perdue is a BOS appointed At-Large member of the CHC and provided an update on the CHC. C. Andrews was informed by the Town Clerk that M. Perdue's appointment expires June 30, 2012 and she will need to be re-appointed.

C. Andrews nominated K. Hatch to be the PHA representative on the CHC, K. Hatch accepted, seconded by N. Jacobsen,

VOTED: 5-0-0

K. Hatch will need to be sworn in by the Town Clerk

9. APPROVAL OF VOUCHERS:

M. Perdue motioned to approve vouchers, seconded by N. Jacobsen,

VOTED: 5-0-0

11. CLOSING STATEMENTS:

C. Andrews thanked ED for tour of PHA properties. A tour of the interior of Foley House & Maushope will be scheduled in the Fall. C. Andrews informed Board Members to arrange with the ED if they would like an interior tour prior to the Fall.

Next board meeting scheduled for Wednesday, June 13, 2012 @ 6:00pm

K. Hatch motioned to adjourn at 6:50 p.m., N. Jacobsen seconded.

Respectfully submitted,

Patrick J. Manning

Recording Secretary