

**REGULAR MEETING MINUTES  
PROVINCETOWN HOUSING AUTHORITY  
WEDNESDAY MARCH 22, 2017**

**A regular meeting of the Provincetown Housing Authority was called to order by K. Hatch, Chair on Wednesday March 22, 2017 at 5:25pm in the Maushope Common Room at 44 Harry Kemp Way, Provincetown.**

**Provincetown Housing Authority Board of Commissioners:**

**PRESENT:** K., Hatch, Chair; J. Germack; C. Parris; E. Anderson

**ABSENT:** Nancy Jacobsen, State Appointee (excused)

**OTHERS PRESENT:** Patrick J. Manning, Executive Director

**1. PUBLIC STATEMENTS:**

None

**2. COMMISSIONERS STATEMENTS:**

None

**3. FINANCIAL REPORT:**

E.D. presented the February financial report.

motion by E. Anderson to approve the February 2017 Financial Report,  
seconded by J. Germack

**VOTED: 4-0-0**

**4. APPROVAL OF MINUTES:**

The Board reviewed the minutes from February 22, 2017 Regular Meeting;

motion by J. Germack to approve the February, 2017 Regular Meeting minutes, seconded by E. Anderson;

**VOTED: 4-0-0**

**5. 26 ALDEN STREET:**

E.D. informed Board that the 1<sup>st</sup> Condo meeting scheduled for April 15, 2017. K. Hatch, Chair and P. Manning, E.D. to attend

**6. PROVINCETOWN HOUSING AUTHORITY EXPANSION:**

Laura Schufelt from MHP attended a meeting at PHA on Friday March 10<sup>th</sup> regarding developing a time line and plan for the Expansion of Maushope. L. Schufelt to provide written time-line with recommendations

## **7. EXECUTIVE DIRECTORS REPORT:**

### **A. DHCD:**

#### **1. EXECUTIVE DIRECTOR WAIVER:**

No information received from DHCD regarding a waiver of the Conflict of Interest. The waiver request for a Board member to act as Interim E.D. to replace current E.D. who is out on medical leave.

#### **2. State Appointee Position:**

Application submitted by Fran Coco for appointment as the State Appointee to the Board. Application submitted with letter of support from BOS and PHA Board as well as resignation letter by N. Jacobsen, current State Appointee

### **B. Maushope**

#### **1. Heat Alternatives in Case of Power Outage:**

No response from DHCD considering Housing Authorities with less than 100 plus units to be considered.

#### **2. Non-Smoking Building:**

Initial meeting for tenants with state program to be scheduled.

#### **3. Tenant Termination:**

E.D. informed the Board lease terminations for 2 elderly tenants has been submitted to attorney

#### **4. Census:**

24 of 24.

### **C. Family:**

#### **1. Property Landscaping:**

The landscaping to be scheduled in the Spring

#### **2. Census:**

9 of 9

### **D. Foley House:**

#### **1. Mortgage:**

Board reviewing Foley House mortgage and sewer betterment information: mortgage = \$47,136.26 @ 4.6% interest; sewer betterment = \$17,195.20, @ 2.4% interest.

#### **2. Census:**

10 of 10

## **7. OLD BUSINESS:**

### **A. Community Housing Council Report:**

E. Anderson informed the Board a new member appointed to the CHC.

**B. Community Preservation Committee Report:**

K. Hatch informed the Board that the CPC was preparing for Annual Town Meeting

**8. NEW BUSINESS:**

1. None

**9. APPROVAL of VOUCHERS:**

C., Parris motioned to approve vouchers as presented, seconded by J. Germack

**VOTED: 4-0-0**

**10. CLOSING STATEMENTS:**

None

Board scheduled next Regular Meeting for Wednesday April 26, 2017 at 5:15pm

E. Anderson motion to adjourn at 6:17pm

Respectfully submitted,

Patrick J. Manning, Recording Secretary