

Minutes of the Provincetown Housing Authority (PHA) Meeting  
held on June 25, 2019

Commissioners present: Keith Hunt, Fran Coco & Donna Szeker  
Commissioner absent: Charlene Parris  
Staff present: Kristin Hatch, Executive Director  
Others present: None

Meeting called to order at 5:17 pm by Vice Chair Hunt.

There were no Public Statements.

Commissioners' Statements: Mr. Hunt welcomed Donna Szeker, the newest elected Commissioner.

Reorganization of the Board: Motion by Ms. Coco & second by Ms. Szeker to elect Mr. Hunt as Chair & Ms. Parris as Treasurer. Motion by Mr. Hunt & second by Ms. Szeker to elect Ms. Coco as Vice Chair. Motion by Mr. Hunt & second by Ms. Coco to elect Ms. Szeker as Clerk. All 3 motions were approved 3-0-0. Ms. Hatch mentioned that the tenant representative to the PHA need to be elected by the PHA Tenants Association which includes all PHA tenants.

Executive Director's Report

1. Update on Capital Projects: Ms. Hatch said that the fencing/landscaping project by the 2 duplexes on Aunt Sukey's Way will be starting.
2. Property Report: Census is 24 of 24 for Maushope, 9 of 9 for Family, 10 of 10 for Foley House & 3 of 3 for Gouveia Building. Ms. Hatch stated that the maximum rent for Foley House has been changed from \$717 monthly to \$792 monthly.

Other Business:

1. Foley House cash flow deficit: Discussion on this subject took place including the possibility of engaging a consultant to evaluate the current status.
2. Proposed expansion of Maushope: Discussion on this subject took place including the option to add units & the possibility of engaging a consultant to assist with this process.

New Business:

1. Ms. Hatch said that she, as a trustee, attended the Grace Gouveia Condo Assoc. meeting during which it was discussed that a condo fee increase or a separate assessment will have to be approved for a couple of upcoming projects, e.g., painting.
2. It was reported that Donna Szeker was elected on 6/18/19 to a 5-year term on the PHA.

Motion by Ms. Coco & second by Mr. Hunt to approve vouchers. Voted 4-0-0 in favor.

Closing Statements: The Commissioners thanked Ms. Hatch & vice versa for all the time spent & work done for the PHA.

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The next meetings were scheduled for Jul. 15<sup>th</sup> & Aug. 5<sup>th</sup> (tentative), both at 5:15 pm.

Motion to adjourn meeting at 6:52 p.m. made by Ms. Coco, seconded by Ms. Szeker & approved 3-0-0.

**Minutes approved on 9/23/19**