

Minutes of the Provincetown Housing Authority Meeting  
held on May 13, 2019

Commissioners present: Elaine Anderson, Charlene Parris & Fran Coco

Commissioner absent: Keith Hunt

Staff present: Kristin Hatch, Executive Director

Others present: None

Meeting called to order at 5:20 pm by Chair Anderson.

There were no Public Statements or Commissioners' Statements.

Motion by Ms. Parris & second by Ms. Anderson to approve the minutes of the April 29, 2019 meeting as revised. Approved 3-0-0.

Executive Director's Report

1. Property Report: Vacancies are 1 at Foley House. Ms. Hatch stated that the last vacancy at Maushope was filled by an Under 60 Disabled individual.

Motion by Ms. Anderson & second by Ms. Parris to approve the FY 2020 Capital Improvement Plan. Voted 3-0-0.

Other Business: Discussion followed regarding the Foley House cash flow deficit. According to Ms. Hatch, the maximum rental income is \$78,540 annually (5 rooms at \$592 per month for very low income & \$717 per month for low income). She stated that the most recent recertifications for the tenants included applications for vouchers that can be used to make up the difference between the calculated rent amount for each tenant & the maximum allowable rent. She also stated that she spoke with Michelle Jarusiewicz, the town's Community Housing Specialist, who said that Community Preservation Act funds can be used for rental subsidies for the Foley House. Ms. Hatch gave an explanation of the seven accounts held in the name of the PHA. Three of those accounts are at Seamen's Bank with one for the deposit of rents from Maushope & the Family Units, another for the deposit of rents from the Foley House & the third for the proceeds from the sale of 951R Commercial St. Two of the accounts are at TD Bank with one for the deposit of rents from the Gouveia Condo & the other for the payment of all PHA expenses. The remaining two accounts are investments deposited with the "MA Municipal Depository Trust."

There was no New Business.

Motion by Ms. Coco & second by Ms. Parris to approve vouchers. Vote 3-0-0.

There were no Closing Statements. The next Housing Authority meeting is scheduled for May 28th at 5:15pm.

Motion to adjourn meeting at 6:50 pm made by Ms. Parris, seconded by Ms. Coco & voted 3-0-0.

Respectfully submitted by Frances M. Coco, Commissioner

Approved on May 28, 2019