

Provincetown Housing Authority

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**REGULAR MEETING
PROVINCETOWN HOUSING AUTHORITY
June 3,1999**

A regular meeting of the Provincetown Housing Authority was called to order by Ann Maguire, Chair on Thursday, June 3, 1999 at 5:15 PM in the Maushope Common Room at 44 Harry Kemp Way, Provincetown, Massachusetts.

PRESENT: Ann Maguire, Chair
Michael Bunn, vice Chair
Ross Sormani, State Appointee
Patrick Manning, Executive Director

ABSENT: Kevin Hanahan
Eric Dray

PUBLIC COMMENTS: None

AGENDA: Motion by Michael Bunn, to accept agenda as presented, seconded by Ross Sormani,

VOTED: Unanimous to approve the Agenda

APPROVAL, OF MINUTES: Motion by Ross Sormani, to accept minutes as presented, seconded by Michael Bunn,

VOTED: Unanimous to accept Minutes

FINANCIAL Report:

A. ED informed BOC of possible Section 8 being transferred from Fall River housing Authority

B. ED informed and updated BOC of meeting between; ED-Patrick Manning, Bookkeeper-John Ransom & Accountant Jenna Milne.

C. BOC requested clarity of Line #4390 "Other Utilities" ED clarified it was for cable TV that gets offset by tenant payment Line #3120 "Excess Utilities".

D. BofC requested clarity of "Tax Penalty. ED clarified this was penalty for late quarter tax payment due to transition in December 1998-January 1999 from Orleans Housing Authority to PHA.

Motion by Michael Bunn, to approve Financial Report as presented with questions answered, seconded by Ross Sormani,

VOTED: UNANIMOUS TO APPROVE FINANCIAL REPORT.

DIRECTOR'S REPORT:**I. DHCD**

A. ED presented BOC with budget printouts provided by DHCD that clarified budgets for MOD Projects: Court St. & Pearl St.

B. ED informed BOC that DHCD will be doing a unit "Safety Inspection" on June 30, DHCD will select the units to be inspected. ED and maintenance will do a pre inspection.

C. ED informed BOC that no information has been received regarding BOAST by DHCD

II. MAUSHOPE

A. BOC request ED and Tenant Association President schedule a meeting

B. ED informed BOC that Attorney does not recommend pursuing issue of compliance with Rent Review and apartment can not be taken if there is an "Intent to return home". BOC concerned about use of apartment by others in absence of tenant. BOC would like: Attorney to provide legal boundaries for use of apartment by others Apartment; ED to obtain written confirmation from doctor of intent to return home with a timeline; locks to side and back door to be rekeyed.

C- BOC member, R. Sormani and TA President, B. Spencer provide update on fire plan. Ross attended previous TA meeting. A draft is being prepared that addresses issues raised at TA meeting. A draft will be presented to Building Inspector for input and approval. Fire Plan will address: signs in halls, floor volunteers, identification of units with tenants who will need assistance.

D. ED updated BOC regarding inspection of elevator. Division of Public Safety has assured PHA that elevator will be scheduled for inspection in July.

III. FAMILY HOUSING

A. ED informed BOC that owners of unregistered cars have removed them.

B. ED informed BOC that trailer and tires have been removed by tenant.

IV. FOLEY HOUSE

Foley House.

A. ED updated BOC of eviction process at

OLD BUSINESS:

A. Fire Escape - Ed informed BOC that only one bid has been received for installing a Hardened Surface behind building. BOC request ED to obtain 3 bids ASAP and provide bid information to them ASAP. BOC would like information in order to move forward without waiting another month. Ed has not obtained information regarding liability issue nor available funding. BOC request ED to have information for next BOC meeting. ED to find out if unit door handles are heat resistance. BOC member, M. Bunn will provide a written update to Barbara Rushmore.

B. 40 Pearl Street - BOC member- M. Bunn updated BOC on progress; some exterior shingling to be completed and roof bids solicited. M. Bunn informed BOC that Habitat may be hiring a Construction Supervisor. ED informed BOC that roof bid was being awarded to lowest bidder.

NEW BUSINESS: A. BOC member, M. Bunn informed BOC of a HUD proposal to lower the FMR by 10-00 on the Cape. M. Bunn informed and updated BOC of a meeting to address this issue. M. Bunn informed BOC of letter writing campaign. M. Bunn presented a letter to BOC members for approval to be sent by PHA as well as draft letters to be sent by individuals.

Motion by Ann Maguire, to accept letter as presented by M. Bunn and approving letter to be sent by PHA to HUD, seconded by, Ross Sormani,

VOTED: UNANIMOUS TO APPROVE LETTER TO BE SENT TO HUD BY PHA.

B. BOC member, M. Bunn informed BOC of death of previous tenant. M. Bunn attended funeral.

C. BOC member, R Sormani requested that resigned BOC member, Barbara Sullivan be recognized for her service. BOC member, M. Bunn presented a certificate of appreciation to be given to Barbara Sullivan.

VOUCHERS: Motion by Michael Bunn, to approve vouchers as presented, seconded by Ross Sormani,

VOTED: UNANIMOUS TO APPROVE VOUCHERS AS PRESENTED.

NEXT MEETING: BOC Chair, A. Maguire set the next BOC meeting date, Thursday, July 1st at 5:15pm.

There being no further business, a motion by Michael Bunn, to adjourn the meeting, seconded by Ross Sormani, it was unanimously voted to adjourn the meeting at 6:25 PM.

Respectfully submitted,

Patrick J. Manning
Recording Secretary