

**REGULAR MEETING
PROVINCETOWN HOUSING AUTHORITY
Wednesday, October 6, 2004**

A regular meeting of the Provincetown Housing Authority was called to order by Margaret Carroll-Bergman, Chair, on Wednesday, October 6, 2004 at 5:20 p.m. in the Maushope Common Room at 44 Harry Kemp Way, Provincetown, Massachusetts.

PRESENT: Margaret Carroll-Bergman, Chair
Teri Nezbeth, Vice-Chair
Arturo Alon, Treasurer
Nancy Jacobsen, Vice-Treasurer
Patrick J. Manning, Executive Director
Lucy Singer Farkas, Recording Secretary

ABSENT: None

AGENDA: ED requested that the Board hold a special Executive Session following regular business to discuss possible litigation.

Motion by T. Nezbeth to approve agenda with special Executive Session to follow, seconded by N. Jacobsen.

**VOTED: Unanimous to
approve agenda with
Executive Session to follow.**

PUBLIC STATEMENTS: Beverly Spencer, Maushope TA President, disseminated a letter to the Board regarding cleaning of apartment rugs and painting of apartments. Tenants asked that the Authority provide the paint and tenant to hire own painting contractor.

ED advised that there may be a question of liability should a private contractor be injured; however the job is beyond the scope of regular PHA maintenance.

T. Nezbeth suggested steam cleaning of all carpets at the same time

ED will try to get the State to bear the costs, or ask PHA Accountant to build costs into the FY2005 budget. Tenant leases provide for painting every 7 years.

Motion by T. Nezbeth to have ED explore options, costs and funding possibilities, seconded by N. Jacobsen.

**VOTED: Unanimous to have ED
costs and funding options.** **explore painting and rug cleaning**

APPROVAL OF MINUTES: ED requested that approval of minutes be tabled in order to correct minutes as presented.

Board agreed to table approval of Minutes for September 1st pending review of corrected minutes.

FINANCIAL REPORT: Board reviewed Financials for August 2004.

Motion by A. Alon to approve Financial Report as presented, seconded by N. Jacobsen.

**VOTED: Unanimous to
approve FR for August.**

ED advised that the State should have their new budget guidelines available in 2 to 3 weeks. Accountant to appear at

November Board meeting to discuss FY2005 budget. The preliminary outlook is that State will keep funding at current levels.

DIRECTOR'S REPORT:

I. DHCD:

A. Atrium Project- -DHCD has agreed to cover the PHA share for the atrium project, app. \$10,000.00. They have confirmed this in writing and will reimburse the Authority for monies already paid out. Formal approval by the Board is required.

Motion by A. Alon to approve an amendment of Work Plan #1005 for a net change of \$10,000.00, seconded by N. Jacobsen.

**VOTED: Unanimous to
Work Plan #1005.**

approve said amendment to

B. Subsidy Payments--Still pending.

II. MAUSHOPE:

A. DHCD Inspections--Have been completed. Units examined found to be in overall good condition.

B. Census is 22 of 24. One tenant moved out after Labor Day and unit is being renovated. ED reviewing wait lists but has not yet contacted potential tenants. Current residents have been canvassed about moving into the handicapped unit but none wish to so move.

III. FAMILY HOUSING:

A. DHCD Inspections--Inspection revealed that one unit was unsatisfactory in terms of clutter causing egresses to be blocked. Tenant has taken no action since ED and James Turner conducted inspection. They will continue with follow-up and if no improvement seen the PHA will hire outside contractor to correct deficiencies with charge back to tenant.

B. Tenant Complaint--To be discussed in Executive Session.

C. Census is 9 of 9.

IV. FOLEY HOUSE

A. Eviction Up-date--Resident under Court Order currently adhering to Court Order.

B. Census is 8 of 10. Several applicants being considered although they do not appear to be most desirable tenants. Later-filing applicants are, also, being interviewed and can jump ahead if all checks out favorably.

V. OTHER

A. ED Contract –Jenna Milne, PHA Accountant, trying to get pension information for the Board. Calculations are difficult as not based solely on salary but also on number of persons in organization.

B. Barnstable County Retirement Association--Accountant has examined Orleans HA retirement benefits; pension paid by Barnstable County. That HA has four full-time staffers and paid \$19,000,00 into system for FY2004. One person is receiving retirement benefits, including health care, paid at same % as pre-retirement; currently \$2051 per quarter for family. Accountant to get additional information.

C. Disgruntled Applicants--ED advised that two individuals who had recently completed housing applications complained to Town Hall that they had been discriminated against. The basis of alleged discrimination appeared to be their sexual orientation. Matter referred back to ED by Town Manager.
ED spoke with applicants and basis of complaint was a prior interaction with ED, not housing or job related.

OLD BUSINESS:

A. Creek Road--Project remains "on hold".

B. Affordable Housing Trust Fund--remains at status quo.

C. 44 Harry Kemp Way--No new action; item to remain on agenda.

D. Tax Title Properties--No further actions; item to remain on agenda.

E. Cumberland Farms--ED awaiting contact from Devra Bailin re. appraisal amount determined by her company's appraiser of the Cumby property.

F. Community Preservation Committee--A. Alon reported on recent meeting between the Affordable Housing Task Force and the CPC. There is one at-large seat open. Each Committee member was asked to contact another Mass community re. information on their CPC's.

M. Carroll-Bergman said she learned that the Committee can take out a bond for housing development even without a specific project yet designated. Thus, when space does become available the bond process can already be completed. Informational packets with application forms were made available to the community.

Both she and A. Alon felt that despite the Committee's suggestion for a long-term needs assessment, such assessments had been done "ad nauseum" and that Committee's efforts and funds would be better spent on actual projects.

NEW BUSINESS:

A. Affordable Housing Summit--A. Alon, as the PHA representative, reported on recent Cape-wide meeting re. affordable housing. Feels Provincetown has a viable affordable housing committee in place which can effectuate plans as they are presented; does not see a need for further studies/committees.

APPROVAL OF VOUCHERS:

ED advised Board that one check, for Marcy Oil, was very large as it represented pre-payment on fuel oil at a

reduced rate; cost with pre-payment was 10 cents per gallon cheaper than current price.

Motion by T. Nezbeth to approve vouchers as presented, seconded by
A. Alon.

**VOTED: Unanimous to approve
vouchers as presented.**

The next Regular Meeting of the Board was set for Wednesday, November 3, 2004 at
5:15 p.m. in the Common Room at Maushope.

Motion by A. Alon that the Board go into Executive Session and will not
re-adjourn to the Regular Session, seconded by T. Nezbeth. Meeting adjourned at
6:15 p.m..

Respectfully submitted,

Lucy Singer Farkas,
Recording Secretary

