

**REGULAR MEETING  
PROVINCETOWN HOUSING AUTHORITY  
Tuesday, September 25, 2012**

**A regular meeting of the Provincetown Housing Authority was called to order by C. Andrews, Chair, on Tuesday September 25, 2012 at 5:18 pm in the Maushope Common Room at 44 Harry Kemp Way.**

**Provincetown Housing Authority Board of Commissioners:**

**PRESENT:**

C. Andrews, Chair; Diana Fabbri, Vice Chair; N. Jacobsen, State Appointee; Kristin Hatch; Molly Perdue

**ABSENT:**

**OTHERS PRESENT:** Patrick J. Manning, Executive Director; Maushope Tenants' Association: Gladys Johnstone

**1. PUBLIC STATEMENTS:**

None

**2. COMMISSIONERS' STATEMENTS:**

N. Jacobsen, PHA Rep to CPC informed Board that Chair of CPC has suggested eliminating 2 positions on the CPC to reduce the CPC to 5 members from 7. The suggestion was to eliminate one housing seat and one recreation/open space seat. C. Andrews believes to eliminate two seats on the CPC would need a Town Meeting vote. C. Andrews recommended the issue be an agenda item at the next PHA Board meeting.

**3. FRIENDS OF MAUSHOPE:**

G. Johnstone provided Board with update that the "Friends" are focusing on creating a 501C-3 and progressing well. The Board questioned why a 501C-3. G. Johnstone informed the Board that those working on creating the "Friends" believe that being a 501C-3 would be beneficial for fundraising. G. Johnstone informed the Board that the "Friends" are also working on creating a logo and letterhead in order to send out request for seed monies to create a 501C-3. K. Hatch volunteered to create several drafts for a logo and letterhead.

#### **4. APPROVAL OF MINUTES:**

N. Jacobsen motioned to approve the minutes of August 20, 2012 with corrections, 2012, seconded by D. Fabbri

**VOTED: 5-0-0**

#### **5. FINANCIAL REPORT:**

ED presented August 2012 financials.

Motion by D. Fabbri to approve Financial Report, seconded by N. Jacobsen;

**VOTED: 5-0-0**

#### **6. DIRECTOR'S REPORT:**

##### **A. DHCD:**

##### **1. Capital Improvement Plan:**

Formula Funding funds now available with DHCD approved CIP

##### **B. Maushope**

##### **1. Elevator RescuVator:**

Work completed, awaiting invoice from the elevator company to submit to Town for reimbursement from PAHTF

##### **2. Energy Audit:**

Energy Audit by HAC scheduled 9/28

##### **3. Census:**

24 of 24.

##### **C. Family**

##### **1. Census:**

9 of 9.

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

##### **1. Census:**

10 of 10; 1 move out in September with new lease up within 9 days

#### **7. OLD BUSINESS:**

##### **A. Report of the Commission for Public Housing Sustainability and Reform:**

C. Andrews reviewed response from State Rep. Peake. Board requested ED update Board with any new information.

**B. Review & Approve E.D. Evaluation Tool:**

Board reviewed E.D. evaluation tool and recommended evaluation items be separated into topics; Board, Financial, Regulation, Management.

Motion by K. Hatch to approve E.D. Evaluation tool separated into topics, seconded by N. Jacobsen,

**VOTED: 5-0-0**

**8. NEW BUSINESS:**

**A. 951R Commercial Street:**

Board discussed releasing an RFP. Board discussed price range of \$175,000. to \$250,000. K. Hatch will attempt to obtain comps for the property. ED to follow up with MHP for assistance with RFP

**9. APPROVAL OF VOUCHERS:**

motion by D. Fabbri to approve vouchers, seconded by N. Jacobsen;

**VOTED: 5-0-0**

**10. CLOSING STATEMENTS:**

None

The next Board meeting scheduled for Wednesday October 24, 2012.

K. Hatch motioned to adjourn at 6:35 p.m., N. Jacobsen seconded.

Respectfully submitted,

Patrick J. Manning

Recording Secretary