

**REGULAR MEETING
PROVINCETOWN HOUSING AUTHORITY
Wednesday, November 28, 2012**

A regular meeting of the Provincetown Housing Authority was called to order by C. Andrews, Chair, on Wednesday November 28, 2012 at 5:22 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

ABSENT: Molly Perdue

OTHERS PRESENT: Patrick J. Manning, Executive Director

1. PUBLIC STATEMENTS:

G. Johnstone provided the Board with an update of the Friends of Maushope. The group is very committed and enthusiastic and meeting monthly. The group will be sending out 5 letters to identified groups requesting donations for start up cost.

Motion by D. Fabbri to take Agenda item 4 out of order; seconded by K Hatch;

VOTED: 4-0-0

4. FRIENDS OF MAUSHOPE:

K. Hatch informed the Board that the group would apply for an EIN number to allow a bank account to be set up for the Friends of Maushope. The next meeting of the Friends is scheduled for Saturday December 15th

2. COMMISSIONERS' STATEMENTS:

C. Andrews informed the Board that M. Perdue discussed with C. Andrews, Chair concern of her ability to attend meetings. The Board discussed the option of remote participation. C. Andrews will obtain info from Town Clerk. The Board discussed exploring possible replacements to recruit if M. Perdue resigns.

K. Hatch excused from meeting at 5:45

3. FINANCIAL REPORT-2012 YEAR END:

E.D presented the October 2012 financials.

Motion by N. Jacobsen to accepted the October 2012 financial report as presented, seconded by D. Fabbri,

VOTED: 3-0-0

5. APPROVAL OF MINUTES:

N. Jacobsen motioned to approve the minutes of October 24, 2012 as amended, seconded by D. Fabbri

VOTED: 3-0-0

6. DIRECTOR'S REPORT:

A. DHCD:

E.D. informed the Board that the FY2013 budget approved by the Board was submitted to DHCD for approval

B. Maushope

1. Elevator RescuVator:

Invoice submit to Town for reimbursement from PAHTF

2. Energy Audit:

Energy Audit by HAC identified all bathroom fans to be replaced with quieter digital fans with timers. The attic will be insulated as will as a portion of the exterior of the building.

3. 3 Phase Electric:

no additional information available

4. Census:

24 of 24.

C. Family

1. Census:

9 of 9.

D. Foley House

1. Census:

9 of 10

7. OLD BUSINESS:

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

Updated information to be presented at the Cape E.D. mtg on December 10th that E.D will attend

B. 951R Commercial Street:

MHP drafting an RFP for a Realtor.

C. Community Preservation Committee Report:

N. Jacobsen informed the Board that the CPC did not scheduled a meeting since the last PHA Board meeting. N. Jacobsen informed the Board that 6 proposals received by the CPC: 4 – historic; 1 – recreation & 1 housing.

8. NEW BUSINESS:

None

9. APPROVAL OF VOUCHERS:

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

VOTED: 3-0-0

10. EXECUTIVE SESSION: EXECUTIVE DIRECTOR CONTRACT

motion by C. Andrews to go into Executive Session in accordance with MGL Chapter 30A sect 21(a) at 6:00 pm to strategize for the Executive Director's contract and to reconvene to Public Session;

**Roll Call Vote: D. Fabbri – Yea; N. Jacobsen – yea; C. Andrews – yea
3-0-0**

Return to Public Session 6:56pm

CLOSING STATEMENTS:

C. Andrews discussed with the Board the need to development Goals & Objectives for the E.D. and that the issue be on the agenda of the next Board meeting.

C. Andrews provided information received from M. Jarusiewicz regarding where the Town is on reaching the 10% of housing stock being affordable. The Town has not reached the 10% goal even with the units at 90 Shank Painter Road

The next Board meeting will be scheduled once Board members identify to the E.D. their availability for a December Board meeting.

D. Fabbri motioned to adjourn at 7:45 p.m., N. Jacobsen seconded.

Respectfully submitted,
Patrick J. Manning
Recording Secretary