

REGULAR MEETING PROVINCETOWN HOUSING AUTHORITY APRIL 11, 2000

A regular meeting of the Provincetown Housing Authority was called to order by Ross Sormani, Vice Chair on Tuesday, April 11, 2000 at 5:20 PM in the Maushope Common Room at 44 Harry Kemp Way, Provincetown, Massachusetts.

The following minutes are available on-line as a service and are not the official record due to changes in formatting for the Internet. The minutes may have attachments that are not included here in this format. The official, complete paper copy can be viewed during regular office hours, Monday - Friday: 8 a.m. to 5 p.m. in the Office of the Town Clerk, 260 Commercial St. Provincetown, MA 02657.

PRESENT: Michael Bunn, Chair
Ross Sormani, Vice Chair
Ann Maguire, Treasurer
Kevin Hanahan, Vice Treasurer
Eric Dray
Patrick J. Manning, Executive Director
Lucy Singer Farkas, Recording Secretary

ABSENT: None

AGENDA: Motion by E. Dray to approve agenda as presented, seconded by R. Sormani

VOTED: Unanimous to approve agenda as presented.

GUEST: Clem Silva, local business owner, and Laura Shufelt, of Cape Affordable Housing Consortium, appeared before the Board to answer questions about Clem's housing project on Shankpainter Road.

The building consists of first floor office space with a rear handicapped unit (affordable rent). Second floor to contain 10 affordable SRO's with communal kitchen and shared bath. The third floor is a 4-bedroom apartment for employees of Mr. Silva. State funding is only applicable to the affordable units in the building.

In response to Board questions, Clem stated that each SRO is app. 240 sq. ft. and the handicapped unit is app. 600 sq. ft.. Over 50% of square footage of the total project is dedicated to affordable housing. The project, also, provides basement storage for tenants.

SRO's, rather than apartment units were planned as they seemed to better meet the needs of the community.

L. Shufelt advised that although HOME funding has been denied there are other funding sources being explored.

M. Bunn stated that the Provincetown Local Partnership is to send a strong letter to DHCD expressing concern and outrage at denial of funding for the project.

A. Maguire questioned what reasons DHCD has given for the denial.

M. Bunn stated that the formal reasons have not yet been received but that the decision was political and sheds doubt on the entire process.

R. Sormani asked about selection criteria.

L. Shufelt stated that a marketing plan and selection process are not required at the time of application but at closing. If an outside agency is to manage project that will be mentioned up front.

R. Sormani says there is a hierarchy of housing needs from shelters to SRO's to individual apartments.

Suggested that letter of support for Clem's project should point out the similarities to a homeless shelter.

C.Silva stated that by providing SRO's rather than individual apartments his project could serve more people. The project is not expected to be completed until fall.

A. Maguire asked if the PLHP could share with the PHA the reasons given by DHCD for refusal of Clem's project.

Motion by A. Maguire that the PHA Board look at the letter drafted by the Local Housing Partnership to the DHCD and add on to that letter, and to send a separate supportive letter in favor of affordable housing, seconded by M. Bunn.

VOTED: Unanimous to send such letters to the DHCD.

M. Bunn reiterated his feelings that the selection process is flawed and should, and would, be changed.

A. Maguire asked for information on what projects did get funded.

M. Bunn stated that only two Cape Cod projects were funded; in Provincetown, 18 rental units on Conwell Street, and elsewhere a religious group similar to Habitat. Clem Silva's project did get County money through the County Home Consortium Advisory Board, although not as much as requested, despite denial of State funds.

A. Maguire said the PLHP should request a written list of reasons why those two projects were funded and others rejected,

E. Dray feels that the PHA letter to the DHCD be different than that of the Partnership.

A. Maguire advocated for front and behind scene pressures and feels that a personal phone call by M. Bunn to State Rep Gomes would be effective.

M. Bunn stated that he is totally committed to the project and has complied with all requests.

PUBLIC STATEMENTS:

Hans Krause complained about dogs running loose in the Maushope garden area.

K. Hanahan explained that the particular incident involved visiting dogs brought over by friends of a Maushope tenant.

The Board agreed to hear the matter although same was scheduled for latter discussion as part of the ED's Report.

A. Maguire suggested that a note be sent to all tenants that visiting dogs are not allowed on the property.

ED advised that he has taken the matter further and proposes that all dogs must be on a leash anywhere on PHA property, excepting individual apartments.

R. Sormani noted that the Maushope Tenant Association had previously voted to allow dogs to run in the back garden area, despite State regulations requiring leashes. He feels that as the PHA is a State agency it should play by the rules set by the State.

Motion by R. Sormani that all dogs must be on a leash while on PHA property, seconded by A. Maguire.

VOTED: 4-1 in favor of such restriction.

M. Bunn stated that the TA must, also, rescind their past decision which allowed loose dogs in the garden area.

R. Sormani suggested that in the future such issues be settled outside the Board meeting, if possible, hopefully between the tenants and then with the ED before involving the Board.

APPROVAL OF MINUTES:

Motion by M. Bunn to accept minutes of March 7, 2000 as presented, seconded by E. Dray.

VOTED: Unanimous to accept March minutes as presented.

FINANCIAL REPORT:

ED clarified with Accountant, in response to a Board question last month, that a reserve of 60% is considered "healthy".

E. Dray had questions regarding subsidy overpayment.

ED advised that subsidies are paid on a formula basis and readjusted as per the formula. Payments may sometimes be made beforehand but will even out over the year.

ED clarified the difference between the two monthly operating statements for Foley House. One includes a mortgage statement which comes out of State dollars; the other operating statement is Federal dollars. The accounting procedure requires a clear distinction of the funding sources in case of a federal audit.

E. Dray questioned the costs for septic pumping, as prior costs were estimated.

ED responded that actual costs are now known as pumping has been initiated.

R. Sormani questioned the unfavorable rental income for Foley House.

ED had previously clarified; this will even out as House becomes fully rented. ED corrected that negative balance will not even out once it accumulates per FY. Dollars are not returned to HUD (money is not "lost") but gets used to extend the program. ED, also, noted that there has been a drop in HIV residencies across the State.

A. Maguire suggested that the vacancy rate be re-examined every six months and adjusted if indicated.

M. Bunn questioned allocated amounts for the FAX and the computer desk.

ED advised that these items have been received and that the amounts will get written off once the bill is paid.

Motion by E. Dray to approve financial report with clarifications, seconded by R. Sormani..

VOTED: Unanimous to approve financial report with clarifications.

DIRECTOR'S REPORT:

I. DHCD:

ED reported the DHCD will provide monies for painting and some landscaping. Also, will pay \$100.00 per unit for certain deferred maintenance. The siding for 33 Court St. has never been completed and DHCD money for siding or painting could be added into the budget.

M. Bunn asked if monies could be used for carpeting at Pearl St.

ED said "no", however there is \$1800.00 available from past years for landscaping.

A. Maguire asked about paving at Pearl St.

ED responded that Bob Szerejko is to provide an inclusive landscaping plan, including walkways, grass, etc..

A. Maguire asked about the time frame for receiving this DHCD money.

ED stated not until October , but monies can be expended before actually received.

II. MAUSHOPE:

A. Fire Dept. Recommendations –No further movement on FD recommendations due to other commitments by ED.

A. Maguire asked ED to make this a priority.

ED stated that the recommendations also involve providing a door downstairs to provide direct outside access on that level. This will require permits and Building Dept. approval. Logically, this renovation ties into any plan for the windows and screens. Securing the fire plaques can be a priority but these renovations may have to wait.

A. Maguire directed ED to make necessary contacts with building inspector to get ball rolling.

B. Air Conditioning—Electrician has not yet completed the wiring. C. Refrigerators—SMOC representatives were here on March 27th to do an assessment. New florescent light bulbs were installed in tenants' lamps. It appears that the PHA will be receiving SMOC refrigerators—six for Maushope and four for Family units. All refrigerators will then be no older than two years.

A. Maguire asked about the size of the new refrigerators.

ED said they will be similar in size and not smaller.

M. Bunn asked about the replaced refrigerators.

ED advised these have to go back to SMOC for an even exchange.

D. Dogs—Matter earlier discussed and acted on by Board.

E. Census—Currently census is 23 of 24 due to recent death of a tenant. Her rent has been paid through 3/30. Jim Turner is cleaning out apartment and it will be rented as per handicapped unit guidelines.

III. FAMILY HOUSING:

A. Refrigerators—same as for Maushope.

B. Garden sheds—Two family tenants have asked the Board to put up o sheds for the Family Units. ED does not recommend; feels that the sheds will simply be used to accumulate "stuff".

K. Hanahan asked if the sheds will require building permits.

ED said "yes".

A. Maguire felt this was not a top priority.

Motion by R. Sormani to take no action on this matter at this time, seconded by E. Dray.

VOTED: Unanimous to take no action on garden shed requests at this time.

C. Census is 7 of 9 (includes Pearl Street).

IV. FOLEY HOUSE:

A. Residents have volunteered to paint interior of common areas if the PHA provides the paint.

Motion by K. Hanahan to allow painting by residents of the interior common areas at Foley House, seconded by M. Bunn.

VOTED: Deferred in order to clarify situation.

A. Maguire feels someone should be in charge of the work.

ED will request a painting plan, spelling out the details.

B: Census is 9 of 10.

R. Sormani questioned again if the PHA is obligated to report monies paid to the painter, for tax purposes.

A, Maguire feels this should be clarified with the accountant.

R. Sormani asked if Jim Turner could handle the painting at Foley House.

ED will explore this possibility now that Jim's work hours have increased.

V. OTHER:

A. ED still awaiting word from DHCD re. partial payment of Jim's benefits.

B. Maintenance pay increase—Currently Jim is earning \$14.45 per hour but will be increased to \$14.91 per hour as per State guidelines.

ED stated the Board must officially approve the rate hike.

Motion by A. Maguire to increase Jim Turner's hourly wage from \$14.45 to \$14.91, as per State guidelines, seconded by M. Bunn.

VOTED: Unanimous to increase Jim Turner's hourly wage to \$14.91 as per State guidelines.

C. Ed requested vacation leave from May 18 to June 8th.

A. Maguire suggested that a Board member act as a back-up during ED's absence. She and M. Bunn agreed to share the responsibility.

ED reported that he should be receiving the test results from the PHM Workshop he recently attended, in 6-8 weeks.

OLD BUSINESS:

A. Pearl Street—ED advised that he has checked with Accountant re. reimbursement of travel expenses for Bob Szerejko. Section 8 monies may be used for this purpose and there is currently \$900.00 in this account. The Board must decide if they want to use this money for Bob's travel, or for some other purpose.

A. Maguire voiced that a volunteer is a volunteer and that no reimbursement of any kind is called for,

E. Dray feels that a bad precedent will be set if reimbursement is made.

M. Bunn recommended that no reimbursement be made and that Bob, as a volunteer, assume his own travel expenses.

Motion by M. Bunn that the PHA not expend any monies towards volunteer travel expenses, seconded by A. Maguire.

VOTED: Unanimous that the PHA not reimburse volunteers for travel expenses.

ED reported that the project is out of money and will require app. \$8000 to \$9000 more to complete. DHCD not sure if they can pay the additional monies.

Motion by A. Maguire that if the State cannot provide the additional funds, the PHA spend up to \$9000.00 from the operating reserve to complete the Pearl St. project, seconded by E. Dray.

R. Sormani wants ED to oversee final expenditures.

ED feels project expenses are reasonable,

A. Maguire wants to do a walk-through of the project and an assessment of final steps needed.

ED said oversight of expenditures is already in place. Overruns in project costs have been due to unforeseen problems, such as lead removal. ED will request additional funds from DHCD but, in any

event, costs will be paid.

VOTED: Unanimous that the PHA will provide monies, up to \$9000.00, to complete the Pearl Street project, if the DHCD cannot provide such funds.

B. Creek Road—ED reported discussion with A. Houston regarding the project. Engineer continues to explore drainage problems.

A. Maguire advised that the town is doing work on other drainage problems and may be willing to tie in the Creek Road problem. Feels the PHA should advocate for the project.

NEW BUSINESS:

M. Bunn reports that on the May election ballot voters will be asked to allocate 10% of Land Bank funds for affordable housing and feels the PHA should advocate for same.

R. Sormani recommended that a congratulatory letter be sent to Victoria Goldsmith of Habitat regarding Town Meeting approval of the Fritz' Way project and the completion of Pearl Street.

ED directed to compose and send letter.

APPROVAL OF VOUCHERS:

Board reviewed vouchers and ED clarified certain expenses.

Motion by R. Sormani to approve vouchers as presented, seconded by K. Hanahan.

VOTED: Unanimous to approve vouchers as presented.

ADJOURNMENT:

Next Board meeting is scheduled for Tuesday, May 2 , 2000 at 5:15 p.m. in the Maushope Common Room.

There being no further business a motion by R. Sormani to adjourn the meeting was made, seconded by K. Hanahan. Unanimous to adjourn the meeting at

7:20 p.m..

Respectfully submitted,

Lucy Singer Farkas,
Recording Secretary