

MINUTES OF THE REGULAR MEETING

February 2, 2004

The SHA met in open session at Musketahquid Village, 55 Hudson Road, Sudbury, at 7:30 p.m. Those present were: Vice Chair: Steven Swanger; Assistant Treasurer: Stephen Shugrue; Member: John Darcey; Member: Kelley Cronin; Executive Director: Jo-Ann Howe.

- 1. MINUTES:** A motion to approve the minutes of 1/5/04 was made by J. Darcey, seconded by S. Shugrue, and unanimously approved.
- 2. CHECKS:** A motion to approve the checks written during January was made by K. Cronin, seconded by J. Darcey, and unanimously approved.

UNFINISHED BUSINESS:

State Appointee: Carol Hamilton is unable to continue to serve as the SHA's State Appointee, and Maria Fraser cannot apply for the position at this time due to her schedule. Beth Rust has expressed an interest in joining the SHA and will attend the March meeting, which will be held on March 8th instead of March 1st.

CPA Committee: Steve Swanger reported on recent activities of that committee.

Community Housing Committee: J. Howe reported on the committee's last meeting.

School Committee Vote: The Sudbury School Committee has voted to release about 1/3 of the Nixon School acreage requested by the SHA. J. Howe walked the property with the Town Engineer, School Superintendent, and members of the School Committee, and boundaries were staked of an area of approximately ½ acre that will be presented to Town Meeting for a vote to transfer to build affordable housing.

Sites: The perc tests on Hudson Road and Wilshire Road have been postponed again due to weather. A phone call was received from the Town Manager informing the SHA that the Selectmen are considering allowing the Hudson Road site to be studied for placement of a septic system for a new police station, instead of for housing. An article has been submitted to Town Meeting which would enable a feasibility study for a new police station to be conducted. J. Howe was asked to learn if the Selectmen are withdrawing support for transferring this site to the SHA.

NEW BUSINESS:

Annual Legislative Workshop: This opportunity to talk with our State Legislators will be held at the State House on Tuesday, February 24th.

3. Quarterly Reports: A motion was made by S. Shugrue, seconded by J. Darcey, and unanimously approved to accept the quarterly financial reports.

Budget: A Special Meeting will be held on February 23rd at 7:30 to approve the fy '05 budget.

4. RFP for Electricity: After some discussion, a motion was made by K. Cronin, seconded by S. Shugrue, and unanimously passed to contract with Bay State Consultants to prepare an RFP for electric supply services and procure an electric supply to service the SHA. Musketahquid Village is heated by electricity and it is believed that this service should result in a reduction in annual electric bills.

Church Offering: Hal Cutler from Memorial Congregational Church contacted the SHA to learn if staff would be willing to manage its former parsonage as a low income rental unit. After much discussion, it was decided that more information is needed, such as how much they have charged for rent in the past, whether they will take care of maintenance for the next year, and whether it has lead paint. It was suggested that the SHA consider hiring a new person for a few hours per week to administer this rental, and that those hours could be increased to help with the proposed new housing if it is built. Income from the rental along with SHALP money could be used for this purpose.

NAHRO Scholarships: Application forms have been distributed to residents and Board members.

Town Meeting Warrant: The SHA's articles are numbers 17-22.

DIRECTOR'S REPORT:

Vacancies: The tenant in 5B passed away, and the tenant at the 8 Oakwood Avenue, who hasn't worked for more than a year due to an injury received in an automobile accident, was transferred there as a disabled person. She had occupied a 3 bedroom house at 8 Oakwood and her last adult "child" had recently moved out. The family from 41 Great Road was transferred to 8 Oakwood Avenue, instead of to Pine Street, since both houses were vacant at the same time and 8 Oakwood is a larger unit. A local family that has been on the waiting list since 1991 will be moving to Pine Street. The family that had accepted 41 Great Road has had a change of mind because the rent would be higher than current, and new applicants are currently being screened for that unit. The tenant in 16D is moving from the Village and the tenant from 1C will be transferred to 16D for medical reasons.

Maintenance: A report on maintenance activities was presented.