

SUDBURY HOUSING AUTHORITY

55 HUDSON ROAD
SUDBURY, MASSACHUSETTS 01776

JO-ANN HOWE
EXECUTIVE DIRECTOR

PHONE: (978) 443-5112
FAX: (978) 443-5113

MINUTES OF THE REGULAR MEETING

June 9, 2004

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

- 1. MINUTES:** A motion to approve the minutes of 5/19/04 was made by K. Cronin, seconded by S. Shugrue, and unanimously approved.
- 2. CHECKS:** A motion to approve the checks written during May was made by S. Shugrue, seconded by K. Cronin, and unanimously approved.

UNFINISHED BUSINESS:

Sites: The SHA was advised by the Selectmen at their meeting of June 1st to be creative in its attempts to find land for affordable housing for families. The developer of the Newell land has been contacted with regard to the possibility of making some units on that site available for such a purpose but no response has yet been received. A discussion was held regarding the feasibility of requesting CPA funding to buy small parcels of privately owned land for SHA housing, or larger parcels for a combination of market rate and affordable housing. Interest was expressed in hiring a consultant, and director was asked to find out if it would be possible to share the use of the CHC's person once s/he has been hired.

CPA Committee: S. Swanger was unable to attend the last CPA meeting due to a conflict with the SHA's meeting schedule.

Community Housing Committee: There has been no meeting since May 6th.

NEW BUSINESS:

Memorandums of Understanding: D. Mortimer made some recommendations regarding changes in the MoUs, as did J. Howe. All agreed that point #1, requiring that the Executive director attend bimonthly meetings of the Musketahquid Tenants' Association (MTA) be modified to require that s/he attend when invited. Regarding #2, The SHA would like the Board of the MTA to be given proposed changes in policies and practices for input and pointed out that it is also possible to simultaneously request input from all of the other Village residents as well. It was agreed that # 3, # 4 and #5 would be deleted. After some discussion, it was agreed to leave the 43% reimbursement of washer/dryer income from the MTA to the SHA intact and to

substitute that for # 4. D. Mortimer pointed out that Hudson H.A. charges a lower percentage of laundry income, but the SHA Board believes that staff time spent servicing the machines and arranging for repairs and purchases should be compensated. D. Mortimer suggested leaving # 6-12 intact, while J. Howe advised modifications or deletions in paragraphs # 6-10, and leaving #11 and #12 intact. Discussion will continue at next month's meeting. D. Mortimer also suggested that the opening paragraph include insertion of wording that he believes is required by the State Regulation, Sections A.1 – A.7 of the Tenant Participation Regulation. This too, will be discussed at a future meeting.

Candle Policy: The following new policy was suggested: "Use of candles that are not enclosed in glass jars or covered by glass enclosures is prohibited at Musketahquid Village, due to the potential fire hazard. Exceptions are made for use of candles during celebratory occasions, such as at birthday and religious observations."

Community Forum: The possibility of holding a forum on affordable housing during an evening in October, was discussed. First Parish Church is interested in doing so, and it could be a joint effort of faith-based groups, the Housing Authority, and possibly the League of Women Voters. It would be an ideal time to unveil the Town's new housing plan if the Town Planner agrees. This subject will be brought up by K. Cronin and J. Howe at the next CHC meeting.

DIRECTOR'S REPORT:

Vacancies: There were no vacancies in May.

Maintenance: A report on maintenance activities was presented.



Minutes prepared by Jo-Ann Howe,
Executive Director