

SUDBURY HOUSING AUTHORITY

55 HUDSON ROAD
SUDBURY, MASSACHUSETTS 01776

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MINUTES OF THE REGULAR MEETING

November 30, 2004

The SHA met in open session at Musketahquid Village, 55 Hudson Road, Sudbury, at 7:45 p.m. Those present were: Chairman: Steven J. Swanger; Vice Chairman: Stephen Shugrue; Treasurer: John Darcey; Assistant Treasurer: Kelley Cronin; Executive Director: Jo-Ann Howe.

1. **MINUTES:** A motion to approve the minutes of 11/2/04 was made by S. Shugrue, seconded by K. Cronin, and unanimously approved.
2. **CHECKS:** A motion to approve the checks written during November was made by J. Darcey, seconded by K. Cronin, and unanimously approved.

UNFINISHED BUSINESS:

Sites: DHCD has authorized Blackstone Block Architects to design septic systems for Colonial and Landham Roads. In Colonial's case, the design will determine the number of bedrooms that the site can support. J. Howe was asked to obtain a scope of services from BBA, and to clarify who will be funding those services. She was also asked to find out from MHP what the maximum funding is per unit, and if that amount can be used to purchase existing condos instead of building new construction. If the Town Manager's funding proposal to the CPC is successful (see "CPA Committee", below), the Town could contribute up to \$100,000 to buy down a market price unit in the \$270,000 range, leaving a balance of about \$170,000 that would make the unit available for affordable rental housing if the SHA could contribute the difference. SHA would also like to have an updated *pro forma* with regard to funding sources, for use in public presentations and so as to be able to plan sequentially. Board members would like to meet with Connie Kruger of MHP, if possible, at her convenience.

CPA Committee: Many proposals for various causes have been submitted to the Committee. The only housing proposal besides the SHA's request for an extension, was submitted by the Town Manager for funding to be used to buy down some condos in proposed 40B developments on Route 117 and Old County Road.

Community Housing Committee: The CHC has not met in November but will be meeting twice in December.

St. Anselm's Task Force: A recommendation will be made to the Selectmen by the Task force on December 2nd.

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Quarterly Report: Fee Accountant Howard Gordon responded to the Board's question of last month by explaining that rents don't show on the Balance Sheet, but are indicated on the budget comparatives. Board requested that H. Gordon attend its January meeting to answer questions regarding budget preparation, etc.

NEW BUSINESS:

3. Appointments: S. Swanger would prefer not to be reappointed to the CPC Committee, and it is hoped that E. Rust will consider the position. A motion was made by S. Swanger, seconded by J. Darcey, and unanimously approved to appoint S. Shugrue to the Fair Housing Commission.

NAHRO Fall Conference: E. Rust and J. Howe attended the conference.

4. Waiver Request: After much discussion, a motion was made by J. Darcey, seconded by K. Cronin and unanimously approved to request a waiver from CMR 6.05 (2) (c) on behalf of those applicants who have already been advised in good faith not to sell their homes in Sudbury until after becoming SHA residents, so as to retain local preference. It was learned at the Fall Conference that the capital gains from such a sale should be counted toward annual income, rather than as an asset, as has been done in the past, which would result in those applicants owing the SHA many thousands of dollars during the first year of occupancy.

Community Building Siding: The SHA would prefer to use cedar shingles rather than vinyl shingles when the community building is re-sided.

Schedule: A meeting has tentatively been scheduled for 1/4/05 because at least two members may not be able to attend the regular meeting on 12/28.

Laundry Policy: The SHA prefers not to become involved in decisions regarding use of the laundry facilities while parties are being held in the community room.

DIRECTOR'S REPORT:

Vacancies: The family at 56 Fairbank Circle is moving to federally subsidized housing in Maynard because of the high utility costs at Fairbank Circle. The unit was vacated as of today, and the first family on the 3 bedroom local list will move in by 12/15.

Maintenance: A report on maintenance activities was presented.



Minutes prepared by Jo-Ann Howe,
Executive Director