

# SUDBURY HOUSING AUTHORITY

55 HUDSON ROAD  
SUDBURY, MASSACHUSETTS 01776

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## MINUTES OF THE REGULAR MEETING

November 15, 2005

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

**1. MINUTES:** A motion to approve the minutes of October 18, 2005 was made by S. Swanger, seconded by K. Cronin, and unanimously approved. A motion to approve the minutes of October 25, 2005 was made by J. Darcey, seconded by K. Cronin, and unanimously approved subject to deletion of John Darcey's name in the list of attendees.

**2. CHECKS:** A motion to approve the checks written during the month of October was made by K. Cronin, seconded by S. Swanger, and unanimously approved.

### UNFINISHED BUSINESS:

**3. Sites:** It has been learned from MHP that the only way that the north Sudbury replacement project will work is if the SHA is able to contribute @ \$700,000 toward the replacement cost for the four units razed that were paid for by state funding. MHP initially encouraged this proposal because it was part of a larger one that would have added 16 units of new housing, including replacements for the four that would have been lost. After much discussion, a motion was made by S. Swanger, seconded by E. Rust, and unanimously approved to propose to the Community Preservation Act Committee that the sixteen unit project be closed down and the \$320,000 that was appropriated for that purpose in 2003 be returned to that Committee. The SHA will continue to search for buildable sites, both from the Town's tax title properties and from the privately-owned small parcel list made by the Community Housing Committee. Once suitable land has been identified, a new request will be made for CPA funding.

**CPA Proposal:** The current proposal to request \$360,000 for the down payments on up to six affordable 40B condos for subsequent rental by the SHA, has been given the support of the Community Housing Committee. It was decided to request a sunset provision of five years. Meetings will be scheduled with the Planning Board, Zoning Board of Appeals, and Finance Committee. E. Rust will make a presentation to the Selectmen on 11/22, and S. Swanger will make a presentation to the CPA Committee on 11/30.

**Community Housing Committee:** E. Rust reported on the CHC's support for the SHA's 40B rental proposal.

**NEW BUSINESS:**

**4. Change Order #1:** A motion was made by K. Cronin, seconded by E. Rust, and unanimously voted to accept Change Order #1 for the Emergency Septic Repairs, DHCD Project # 288010, at a cost of \$466 for additional electrical work.

**5. Engineering Contract:** A motion was made by S. Swanger, seconded by J. Darcey, and unanimously voted to approve DHCD's standard contract with Graves Engineering, Inc. of 100 Grove Street, Worcester, MA for Pump Station Replacement, DHCD Project #288011, in the amount of \$15,000 for Basic Services, and for the Executive Director to sign the contract.

**6. Certificate of Substantial Completion:** A motion was made by S. Swanger, seconded by J. Darcey, and unanimously voted to approve the Certificate of Substantial Completion, as prepared by Graves Engineering for Emergency Septic Repairs, DHCD Project #288010.

**7. Annual Report:** A motion was made by S. Swanger, seconded by E. Rust and unanimously approved to accept the report prepared for the annual Town Report subject to some changes as discussed.

**DIRECTOR'S REPORT:**

**705 Vacancy:** DHCD has verbally approved placing a smaller family than a 4-bedroom unit requires at 11 Ford Road, and so it has been leased to the first family from the local 3-bedroom list, consisting of five people. It has been explained to the family that they will be transferred at a later date to a smaller unit.

**Maintenance:** A report on maintenance activities was presented.



Minutes prepared by Jo-Ann Howe,  
Executive Director