

MINUTES OF THE REGULAR MEETING

August 8, 2006

The SHA met in open session at 55 Hudson Road, Sudbury, at 7:30 p.m. Those present were: Chairman: Steven Swanger; Treasurer: Kaffee Kang; Member: Sherrill Cline; Executive Director: Jo-Ann Howe; Sudbury Resident: Sheila Cusolito.

1. MINUTES: A motion to approve the minutes of July 11, 2006 was made by K. Kang, seconded by S. Cline, and unanimously approved.

2. CHECKS: A motion to approve the checks written during June and July was made by K. Kang, seconded by S. Cline, and unanimously approved.

3. QUARTERLY REPORTS: A motion to approve the quarterly reports as prepared by Accountant Howard Gordon, was made by K. Kang, seconded by S. Cline, and unanimously approved.

UNFINISHED BUSINESS:

4. and 5. Appointments: A motion was made by S. Cline, seconded by K. Kang, and unanimously approved to appoint Sheila Cusolito, Judith Deutsch and Radha Gargeya to become associate members of the SHA and will be added to the group e-mail list. A further motion by K. Kang was seconded by S. Cline and appointed Radha Gargeya to be the SHA's representative on the Community Housing Committee.

Condo Funding: After some discussion, it was decided that in order to address Paul McPartland's concerns regarding condo acquisition, the following steps will be taken: learn if the written commitment that we must make to purchase a unit within 3 months of the comprehensive permit being issued is flexible; speak to Acton Housing Authority about the method they used to purchase condos; speak to the Attorney General's office about using an option to purchase as a way of dealing with this (and learn if he has any other suggestions); check with Attorney Sue Cohen regarding the issue of committing to purchase units that have not yet been constructed; and write a Request for Proposals for purchase.

Septic Pumps Replacement (Project 488011): Little work has been done in the past month, since the contractor has been waiting for parts on order.

6. Landham Septic Project (Project 488012): Bids came in on July 17th for \$46,565.82; \$38,722; \$33,320; and \$29,400. A motion was made by S. Cline, seconded by K. Kang, and unanimously approved to select Patriot Excavating Corporation, 48-1 Nonset Path, Acton, MA 01720, the lowest eligible and responsible bidder, as contractor for the 10 Landham Road Septic System, State-Aided

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Project #288012, for a cost of \$29,400, and to authorize Jo-Ann Howe, Executive Director, to sign contract documents for said project."

Modular Pilot Project: The first units have been erected at Amherst H.A., 3 ½ years after this pilot project began and considerably over projected cost. Sudbury H.A. was one of the original participants

but was unable to get land on which to build the housing, and the program has since been discontinued due to its costs.

NEW BUSINESS:

Audit: The State Auditors will be conducting an audit of the SHA in August.

New Police Station: L. Pastuszek and J. Howe attended a meeting on 7/12 that was held by the Permanent Building Committee to announce the selection of Musketahquid Village's driveway as the best possible site in Sudbury for a new police station. The bottom third of the driveway is built on an easement that the SHA purchased from the Town in 1975. The easement reads that any replacement easement must contain a traveled way at least equal to the one being replaced, and J. Howe has sent a note to the Chair of the PBC and to the Town Manager informing them of such along with copies of the easement. The plan discussed on 7/12 includes a common driveway for the Police Station and Musketahquid Village, to which J. Howe strongly objected. SHA Board suggests that the police driveway be placed between the fire station and police station so as to maintain as much space and differentiation between the two driveways as is possible.

Orchard Hill: Beth Rust, Sudbury's new Housing Specialist, has been successful in convincing DHCD to count the 36 non-affordable assisted-living units at Orchard Hill toward the Town's affordable housing goal. Although not actually increasing the number of affordable units, the law allows for all units in a rental development created under 40B to "count" toward reducing the Town's obligation.

Sudbury's E-Mail and Code of Conduct Policies: The Town's new policies were distributed and discussed. Efforts will be made to adhere to these policies, which reflect those of the Open Meeting Law and DHCD's Code of Conduct

CPA Requests: October 11th is the deadline for requests for CPA funding. It was decided not to request additional funding until we have been successful in purchasing two condos as planned.

DIRECTOR'S REPORT:

Maintenance: A report on maintenance activities was presented.

Minutes prepared by Jo-Ann Howe,
Executive Director