

**MINUTES OF THE REGULAR MEETING**  
**September 13, 2006**

The SHA met in open session at 55 Hudson Road, Sudbury, at 7:30 p.m. Those present were:  
Chairman: Steven Swanger; Assistant Treasurer: Sherrill Cline; Member: Steven Shugrue; Associate  
Member: Radha Gargeya; Executive Director: Jo-Ann Howe.

**1. MINUTES:** A motion to approve the minutes of August 8, 2006 was made by S. Cline, seconded by S. Swanger, and unanimously approved.

**2. CHECKS:** A motion to approve the checks written during August was made by S. Shugrue, seconded by S. Cline, and unanimously approved.

**UNFINISHED BUSINESS:**

**Condo Funding:** An award letter from DHCD committing 705 funding for the purchase of up to four units will be forthcoming, and is expected to be in the amount of \$160,000. S. Cline has agreed to serve as the SHA's attorney for the Old County Road project without charging a fee, since the firm of Myron Fox, the SHA's usual attorney, is representing the developer. J. Howe and S. Cline will attend CHAPA's workshop on Section 8 on 9/28, to learn more about funding development via the voucher program.

**New Condo Development:** The Sudbury Village development on Route 20 near Next Generation will have 3 units available for sale to the SHA.

**CPC:** S. Cline reported on the first meeting of the season of the Community Preservation Committee. SHA discussed the likelihood that future CPA funding for housing will be funneled through the Housing Trust, that was formed at last Town Meeting and will be funded at next Annual Town Meeting.

**Septic Pumps Replacement (Project 488011):** Completion is expected by the end of September.

**Landham Septic Project (Project 488012):** Completion is expected by next week.

**New Police Station:** A second meeting will be held on Tuesday, 9/19 at 7:30 p.m.

**Cell Tower:** Representatives from T-Mobile visited the Fairbank Circle site on 9/1 to check its feasibility for a tower, but have not yet reported to the SHA.

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**NEW BUSINESS:**

**Board Member Resignation:** S. Shugrue will be resigning when he moves from Sudbury at the end of October. SHA will select a new member from among the 3 SHA Associate members at its next meeting, and will schedule a meeting with the Selectmen to make the joint appointment.

**3. Revised Income Limits:** A motion was made by S. Cline, seconded by S. Shugrue, and unanimously approved to accept the new income limits for admission to state-aided housing in the following amounts:

<u>1 person</u>	<u>2 person</u>	<u>3 person</u>	<u>4 person</u>	<u>5 person</u>	<u>6 person</u>	<u>7 person</u>	<u>8 person</u>
46,300	52,950	59,550	66,150	71,450	76,750	82,050	87,350

**4. Regional Attorney Participation Agreement:** A motion was made by S. Cline, seconded by S. Shugrue, and unanimously approved to sign an agreement to hire Andrew Bailey as the SHA's Regional Attorney, to be shared with 29 other housing authorities.

**5. GAAP Capitalization Policy:** At the suggestion of the State Auditors, a motion was made by S. Shugrue, seconded by S. Cline, and unanimously approved to adopt the sample Capitalization Policy as shown in DHCD's Accounting Manual.

**Audit:** A state audit has been completed and S. Swanger will attend the Exit Conference on Monday, 9/18.

**Board Member Saturday Seminar:** No members are able to attend.

**NAHRO Fall Conference:** L. Pastuszek may be able to attend, along with J. Howe.

**CHAPA Training on Housing for Mentally Retarded:** J. Howe will try to attend.

**Gas Conversion:** Representatives from Keyspan, DHCD and Rinnai gas heaters visited the Village on 8/16 to begin a feasibility study for conversion to gas heat. J. Howe learned of this possibility at the annual NAHRO Conference at SeaCrest.

## **DIRECTOR'S REPORT:**

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

Minutes prepared by Jo-Ann Howe,  
Executive Director