

**MINUTES OF THE REGULAR MEETING**  
**February 13, 2007**

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: Lydia Pastuszek; State Appointee:  
DeBorah Sonnenschein; Associate Members: Sheila Cusolito and Judith Deutsch; Executive Director:  
Jo-Ann Howe.

**1. MINUTES:** A motion to approve the minutes of January 9, 2007 was made by L. Pastuszek, seconded by D. Sonnenschein, and unanimously approved.

**2. CHECKS:** A motion to approve the checks written during January was made by L. Pastuszek, seconded by K. Kang, and unanimously approved.

**UNFINISHED BUSINESS:**

**Housing Trust:** The SHA will not have a permanent position on the Trust (only the Selectmen will), but the following people have applied and are expected to be appointed as members: Lydia Pastuszek (SHA), Larry O'Brien (Selectman), Mike Fee (attorney, Planning Board), Thomas Kenney (former planning board member in another town), Peter Crowe (banker), and Andrew Kaye (developer).

**Johnson Property/North Sudbury Replacement Project:** The potential Johnson property purchase by the Town is on hold due to the death of Mr. Johnson. A meeting was held on January 9th among the Town Planner, Housing Specialist, SHA Executive Director and MHP's Rita Farrell, regarding funding for the potential Johnson development. During that meeting, the North Sudbury Replacement Project concept was resurrected, and due to changes in state regulations, R. Farrell suggested that it may now be feasible if one of the existing units was sold and CPA funding was requested for a total local contribution of @ \$500,000. After discussion at tonight's meeting, it was decided that the SHA's first preference is to request the full amount of local funding from CPA, thereby adding an additional two units to the project instead of losing a unit through sale. Sale of the unit would only occur if adequate CPA money is not committed. It is felt that private developers are addressing the need for affordable homeownership opportunities via Ch. 40B developments, and that the need remains great for affordable rental housing. The lot at 10 Landham Road could be included in this project, along with any other town-owned parcels that may become available. K. Kang will contact DMR for information about 689 funding to see if that could be added to the project.

**CPC:** No report available.

**CHC:** At last night's meeting the CHC decided to give small parcel acquisition priority, and heard a presentation by Russ Tanner, who is developing Sudbury Village, a 40B on Route 20. Mr. Tanner is hoping for community support for his project, and the SHA would like to hear his presentation before deciding whether to offer its support.

**Directors' and Officers' Insurance:** An Asset Manager at DHCD responded to J. Howe's question on this subject by stating that there have only been "a few" law suits filed against housing authorities, and that anyone with concerns should phone him directly. Therefore, S. Swanger offered to consult with Cambridge Housing Authority's in-staff attorney, and L. Pastuszek offered to check on the Town's coverage, as a further effort to learn if DHCD's self-insurance is sufficient for housing authorities.

**Police Station:** J. Howe phoned Mike Melnick of the Permanent Building Committee and was told that the proposed new police station is still expected to share a driveway with Musketahquid Village, but that he will contact the architect to discuss the issue further. The driveway will be 24' wide instead of 18' as it is now, and although a sidewalk is not planned, that could be added. J. Howe made it clear that SHA support at Town Meeting would be difficult for a shared driveway, due to safety issues. K. Kang offered to write another letter to the PBC, copied to the Town Manager and Selectmen, stating that there was no official response to its first letter, and expressing the same concerns. Clarification will be requested regarding the number of curb cuts on Hudson Road, and Mr. Melnick will be invited to attend the SHA's March meeting for further discussion. If compromise is not possible, tenant input will be requested.

**Housing Specialist Visit:** E. Rust will attend the SHA's May meeting as her first quarterly visit in an effort to enhance communications.

## **NEW BUSINESS:**

**3. Quarterly Report:** A motion was made by K. Kang, seconded by D. Sonnenschein, and unanimously approved to accept the quarterly financial report as prepared by fee accountant Howard Gordon.

**4. Certificate of Final Completion:** A motion was made by L. Pastuszek, seconded by D. Sonnenschein, and unanimously approved to accept the CFC for Musketahquid Village's rear septic pump replacement project, DHCD #288011, as prepared by Graves Engineering.

**5. Wage Match:** A motion was made by L. Pastuszek, seconded by D. Sonnenschein, and unanimously approved to accept DCHD's request that a wage match be conducted, per DHCD guidelines, on each of the SHA's residents age 18 and over.

**6. CFA Extension:** A Contract for Financial Assistance Extension has been sent by DHCD, to replace that of 12/12/06, which would have expired in 6/07. A motion was made by L. Pastuszek, seconded by K. Kang, and unanimously voted to approve the CFA Extension for 705-5, DHCD Project #288014, the purchase of four affordable condos for subsequent rental as Ch. 705 housing for families. This contract extension will expire in 6/30/08.

**Church Offering:** A member of St. Elizabeth's Church contacted the SHA to see if it would be interested in leasing its rectory to house a low-income family. It has lead paint, which they cannot afford to remove, and they would want to retain ownership in case of future need. After some discussion, the SHA decided it could not take advantage of this offer because it does not conform to any of the programs that the SHA administers under DHCD guidelines. It was suggested that an offer be made to notify the families on our waiting list that the church may be willing to rent this house to them at an affordable cost. Note: The SHA's average family rent last year was \$629 and the church has been charging a low-income refugee family \$1,175, which was contributed by three community churches.

**NAHRO Annual Legislative Education Day:** No SHA representatives are able to attend.

**Free Bulbs:** Constellation New Energy, Musketahquid Village's electricity provider for the past two years, has offered 600 free energy efficient 60 watt bulbs in return for a written statement that they will be used only for SHA housing and that a written testimonial will be provided. SHA has accepted and will provide the bulbs to tenants for use in their own lamps.

#### **DIRECTOR'S REPORT:**

**Evictions:** A payback agreement was made with the family on the brink of eviction last month, but the third eviction process in less than a year has been started on a different family, this time for cause.

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

Minutes prepared by Jo-Ann Howe,  
Executive Director