

**MINUTES OF THE REGULAR MEETING**  
**July 10, 2007**

The SHA met in open session 55 Hudson Road, Sudbury, at 7:30 p.m. Those present were: Chairwoman: Kaffee Kang; Vice Chair: Sherrill Cline; Assistant Treasurer: DeBorah Sonnenschein; Member: Steven Swanger; Associate Members: Sheila Cusolito and Judith Deutsch; Executive Director: Jo-Ann Howe.

**1. MINUTES:** A motion to approve the minutes of June 12, 2007 was made by S. Cline, seconded by D. Sonnenschein, and unanimously approved.

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

**UNFINISHED BUSINESS:**

**North Sudbury Replacement Project:** The assessors do not assess SHA units once they have been acquired and so they do not have records of changes in bedroom counts. The Building Inspector said the number of replacement bedrooms is not an issue with him, nor is it with the Town Planner. Since three of the houses have been used as four-bedroom units and one as a five-bedroom unit since prior to 1996, the Board of Health standard appears to have been met. DHCD has assigned staff architect Jackie McBride to prepare a RFS for an architect to supervise this project. SHA will question the necessity for an architect of record and whether costs to the SHA could be reduced if an engineer is hired directly, since the units to be constructed will be modular. A Local Screening Committee for designer selection will also be requested. DHCD and MHP maintain that the project must be completed in two phases, and due to the residence of four families in the existing units, which must be housed during the construction period, it appears that either three phases will be necessary or one more parcel of land must be found to accommodate an additional 3-bedroom unit. A meeting will be requested with Town Planner and MHP's Rita Farrell to ask for help with suggestions for additional land.... with possibilities for consideration including Hudson Road, Washbrook Road, Dutton Road, and Goodman's Hill Road.

**CPA:** The SHA will be requesting CPA funding this year to help with the North Sudbury Replacement Project. A discussion should be held with the Housing Trust to ascertain whether it wants to share some of the 10% of total CPA funding that it will be requesting, or if the SHA's request should be entirely separate from the Trust's funding.

**Condo Purchase Project:** The question has been raised by Housing Specialist Beth Rust as to whether this project qualifies for CPA funding, and the SHA has provided the following reasons as to why it does

- It *preserves* affordable housing in that it converts it from sporadically qualifying homeownership to continually permanent affordable housing. (If the rental family in residence no longer qualifies for affordable housing, they will have to move so that a low-income family can be housed.)
- *Precedent*: Sudbury's CPC approved this expenditure once and both DHCD and MHP have strongly supported the concept.

and from the Allowable Uses bullet points in Potential Uses of CPA Funds for Community Housing Community Preservation Coalition, 8/02:

- It provides "rental assistance to support qualified lower-income households."
- It provides for "acquisition of real property (land and/or buildings) for new housing development, both *rental* and homeownership."
- "... it is anticipated that many local CPA housing initiatives will employ intermediaries for *acquiring* and improving real property for community housing. *Local Housing Authorities* may be able to serve in this role..."

**Lightning Strike**: NStar has rejected the SHA's request for reimbursement for damage caused by lightning. SHA is investigating surge protection for each of the individual alarm systems.

#### **NEW BUSINESS:**

**Sudbury Commons**: It was decided not to request the option of purchasing a unit at Sudbury Commons, on Hudson Road because the total number of units does not meet the 40B Guidelines minimum for SHA purchase, and the SHA has not yet made any purchases with funding already allotted (due to delays in the builders' schedules).

**Mahoney and Melone Feasibility Studies**: The Town-issued RFP was distributed.

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

**Goodman's Hill Road Property**: K. Kang and J. Howe will look at this property, which may be available for purchase for affordable housing, and which the Town is going to reject .

**Capital Improvement Plan Report – Draft**: J. Howe will review the priority ratings before returning the Draft, with an extraordinary number of corrections, to EMG. A copy of the cover letter listing the more important inaccuracies will be sent to DHCD.

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

