

MINUTES OF THE REGULAR MEETING

December 8, 2009

The SHA met in open session 55 Hudson Road, Sudbury, at 7:30 p.m. Those present were: Chair: Lydia Pastuszek; Assistant Treasurer: Kaffee Kang; Member: Sherrill Cline; State Appointee: Judith Deutsch; Associate Member: Sheila Cusolito; Executive Director: Jo-Ann Howe.

1. MINUTES: A motion to approve the minutes of the meeting of November 10, 2009, was made by S. Cline, seconded by J. Deutsch, and unanimously approved.

2. CHECKS: A motion to approve the checks written in November was made by S. Cline, seconded by J. Deutsch, and unanimously approved.

UNFINISHED BUSINESS:

Redevelopment Project: R. Mautner and J. Howe met with loan officers of Middlesex Savings Bank to discuss a construction mortgage, and R. Mautner spoke to the person who arranged financing for Foxboro Housing Authority. She has begun working on the One-Stop Application for permanent financing, and has DHCD's promise that the Project Eligibility Letter will be sent within a week (our application had been lost and forgotten), so it is hoped that we will be able to submit an application to the ZBA in January. A summary of the reasons for high "soft costs" was reviewed and discussed, and Board suggests offering to pay for possible tenant relocation costs from operating reserves, when and if, necessary.

Villages at Old County Road: J. Howe will get updated utility cost information and will speak to Attorney Fox about the possibility of changing the Trust documents, since developer Ben Stevens has been non-responsive.

CPA Committee: The Committee will meet next week to select the projects to be submitted to Town Meeting.

Housing Trust: The Trust is also expecting its Project Eligibility Letter to arrive this week.

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NEW BUSINESS:

3. Annual Report: A motion was made by J. Deutsch, seconded by K. Kang and unanimously approved to accept the Annual Town Report as prepared by J. Howe.

Energy Funding: The SHA has learned that funding will be available to replace old boilers and furnaces in 2010.

Budget Cut: SHA was notified by DHCD last month that there will be a 4.7% budget cut, retroactive to 10/1/09, requiring a budget revision one month before fiscal year end. Annualized, it will be 2.35% for the SHA for the current fiscal year. It is possible for housing authorities such as the SHA, which have adequate operating reserves and no DHCD subsidy, to absorb any spending over the cut, since it is the subsidy that is being reduced.

Fall Conference: S. Cline, K. Kang and J. Howe attended this conference in Natick. S. Cline attended a discussion for board members and suggested that SHA develop an orientation package for new members.

Financial Elements Workshop: Attended by J. Deutsch, in Medford, who reported that it was well worthwhile, and provided a written report to the board.

DIRECTOR'S REPORT:

Vacancies: The tenant at 44 Fairbank will be moving to a private rental by January 1st, and the next person on the local list will accept the unit. The tenant in 7B moved to a nursing home and the next person on the local list has accepted the unit. The tenant in 14B will be moving in with family at end of December and that unit will be leased either by a medical transfer within the Village or by the first person on the non-local waiting list.

Maintenance: A report was presented on maintenance activities.

Minutes prepared by Jo-Ann Howe,
Executive Director