

## MINUTES OF THE REGULAR MEETING

April 13, 2010

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

**1. MINUTES:** A motion to approve the minutes of the meeting of March 2, 2010, was made by S. Swanger seconded by S. Cline, and unanimously approved.

**2. CHECKS:** A motion to approve the checks written in March was made by K. Kang, seconded by J. Deutsch, and unanimously approved.

### UNFINISHED BUSINESS:

**Redevelopment Project:** The ZBA approved all five 40B applications on March 8<sup>th</sup>. The project is currently on hold while awaiting news on our funding application from DHCD. The SHA will ask the Town to waive fees associated with the Redevelopment Project.

**3. Boiler CFA:** A motion was made by J. Deutsch, seconded by S. Swanger and unanimously approved to accept a Contract for Financial Assistance with DHCD for \$7,137 for design soft costs relating to replacing the nine oldest boilers and furnaces in family housing units.

**CPA Committee:** S. Cline reported that Town Meeting voted down a motion to reduce the CPA tax from 3% to 1 1/4%. A vote to fund the Housing Trust Fund at 10% passed by just 1 vote, due to abutters' concerns about a particular project.

**Housing Trust:** L. Pastuszek reported that four more families have been helped by another round of small grants. The proposed project on Maynard Road has been changed in design and layout in an effort to address abutters' concerns, and will be going back to the ZBA at the end of this month. Four new 40B proposals have been made.

### NEW BUSINESS:

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**4. Budget Revision:** A motion was made by S. Swanger, seconded by S. Cline and unanimously passed to revise the budget to accommodate the new maintenance wage rates, which increased by 2%.

**5. CFA Certification:** A motion was made by S. Cline, seconded by S. Swanger and unanimously approved to extend the Contract for Financial Assistance for the Redevelopment Project with DHCD to 6/30/12.

**216 Landham Road:** A duplex house, built in 1920, is for sale on Landham Road and is being investigated for purchase by the SHA. A lead paint inspection and home inspection are scheduled for later this week. Preliminary investigation into the availability of project-based Section 8 vouchers has begun, and the following suggestions were made by the Board: apply to DHCD along with other housing authorities to meet its minimum number of 5 unit applications, apply for 5 units and use three of them to purchase new affordable condos, and make an offer to purchase contingent on Section 8 funding approval.

**Small Claim:** A claim has been filed against a 705 tenant who moved out in October owing \$342.

**6. Rent Write-Off:** A motion was made by S. Cline, seconded by S. Swanger and unanimously approved to write off \$1,251 owed in rent by the family that had lived at 19 Greenwood Road and who moved out leaving no forwarding address after an eviction was initiated.

**Ethics Training:** All staff and board members have completed online ethics training and passed the associated test.

**Multifamily Energy Retrofits:** Application for funding has been submitted for Musketahquid Village.

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

**Vacancies:** 1A was leased to any emergency case. 9B was leased to a local disabled person under 60. 4A was leased to a local person over 60. 5A has not yet been leased.

**Rain:** Excessive amounts of rain caused only one problem among SHA properties, which was wet carpeting in the lower hallway of Building 5. Repairs and waterproofing will be done to the outside foundation wall to the right of the front door to the building.

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

Minutes prepared by Jo-Ann Howe,  
Executive Director

