

## MINUTES OF THE REGULAR MEETING

August 10, 2010

The SHA met in open session 55 Hudson Road, Sudbury, at 7:30 p.m. Those present were: Chair: Steven Swanger; Vice Chair: Kaffee Kang; Member: Lydia Pastuszek; Associate Member: Sheila Cusolito; Executive Director: Jo-Ann Howe.

**1. MINUTES:** A motion to approve the minutes of the meeting of July 13, 2010, was made by L. Pastuszek, seconded by S. Swanger, and unanimously approved subject to changing the phrase under Fee Waiver, from “ half of the amount of the fees” to “all or part of the fees.”

### UNFINISHED BUSINESS:

**Redevelopment Project:** J. Howe attended a meeting at DHCD on Monday, 8/9, with Rebecca Mautner and Carol Burns. Also attending were: Neil Mongold of Narrowgate, a private housing architectural firm hired by DHCD for consulting purposes; Leslie Bos, Jillian Standish, and Carol Knudson, all of DHCD. Neal pointed out various areas where the SHA’s One-Stop application could gain additional points in DCHD’s scoring system. C. Burns will update the drawings and submit for a new cost estimate by the end of this week in preparation for the next One-Stop submittal on 9/16. K. Kang made several suggestions at tonight’s meeting based on preliminary changes made by C. Burns. Board members questioned whether the Tenant Selection Plan can be changed after initial occupancy and J. Howe will look into it.

**Fee Waivers:** The SHA will send a letter asking the CPA Committee for administrative funds to be used toward permitting fees for the Redevelopment Project, as suggested by the Selectmen.

**Condo Project:** The SHA’s attorney has completed a suggested revision to the Trust, which was forwarded, along with the SHA’s standard lease, to the attorney for The Villages at Old County Road.

**Housing Trust:** L. Pastuszek reported that the Trust is planning to purchase another single family house for sale to a first-time homebuyer, and will be meeting next on August 19<sup>th</sup>.

### NEW BUSINESS:

**2. CFA Amendment:** Resulting from a suggestion by DHCD Project Manager Ali Makke, L. Pastuszek moved to amend Work Plan #28802-1006 (705-c boiler replacement), by increasing the Contract for Financial Assistance with DHCD for soft costs by \$12,863, from \$7,137 to \$20,000. K. Kang seconded the motion and it was unanimously voted.  
*Sudbury Housing Authority, 8/10/10 p. 2*

### **DIRECTOR’S REPORT:**

**Vacancies:** 5B, 16C and 16D will or have been leased to non-local applicants.

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

Minutes prepared by Jo-Ann Howe,  
Executive Director