

MINUTES OF THE REGULAR MEETING

July 13, 2010

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

1. MINUTES: A motion to approve the minutes of the meeting of June 8, 2010, was made by L. Pastuszek, seconded by S. Cline, and unanimously approved.

2. CHECKS: A motion to approve the checks written in June was made by L. Pastuszek, seconded by S. Cline, and unanimously approved.

UNFINISHED BUSINESS:

Redevelopment Project: Notification was received on June 22nd that DHCD funding was not awarded to the SHA during this round, and strong encouragement was given to apply in September for the next round. A “debriefing conference call” will be scheduled for later this month by way of offering explanation. J. Deutsch will speak to Representative Tom Conroy, and S. Cline will speak to Senator Jamie Eldredge regarding the SHA’s disappointment and the importance of being funded in the next round.

Condo Project: The SHA’s attorney has not yet completed a draft trust revision.

CPA Committee: S. Cline reported that at its meeting of 6/10, Beth Rust updated the CPC on the Maynard Road project.

Housing Trust: L. Pastuszek reported that the Trust voted to reduce the Maynard Road project from six to three units if the opponents will endorse the project.

Fee Waiver: S. Swanger reported that at its meeting of July 6th, the Board of Selectmen addressed the SHA’s fee waiver request by suggesting that the CPA Committee’s administrative funds be used for all or part of the fees and that the remainder of the fees be waived. SHA will investigate this alternative and report back to Selectmen.

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NEW BUSINESS:

3. Rent Write-Off: A motion was made by S. Cline, seconded by L. Pastuszek, and unanimously passed to write off the \$35 constable’s fee engendered by a family’s eviction. Although the rent write-off was voted upon at the meeting of April, 2010, the fee was overlooked.

667 Eviction: An eviction was begun against an elderly 667 tenant but before it reached the Summary Process stage, he was permanently moved to a nursing home, with the help of Bay Path Elder Services and the Town’s social work department.

Formula Funding: The SHA has been notified of its allotment under DHCD's new Formula Funding program for capital improvements. The next step will be to develop a multi-year capital improvement plan with tenant input that is acceptable to DHCD.

GASB45: Primoris Benefit Advisors, Inc., has been hired to analyze and prepare a report on postemployment benefits, as is required by the federal government. SHA joined a coalition of other small housing authorities that negotiated a 22% discount from the standard cost.

Dental Insurance: Discussion of post-retirement benefits postponed to a future meeting.

61B Opportunity: Information provided by the Town Planner was reviewed regarding the town's opportunity to purchase property at 189 Boston Post Road available under 61B. An offer to purchase has been made by B'Nai B'rith Housing of New England, which plans to develop rental housing for seniors. Planner requested that comments be sent to her or to Selectmen's secretary. SHA will send a note regarding its short waiting list for senior housing.

4. Parking Lot: A motion was made by L. Pastuszek, seconded by S. Cline and unanimously passed to spend no more than \$40,000 for increased parking at Musketahquid Village under the Town's paving contract. An increase in the number of residents who own cars and those who require service personnel to continue living at the Village has created a severe shortage of parking spaces, and tenants have requested that more be created before winter.

Amend Minutes: A motion was made by P. Pastuszek, seconded by S. Cline and unanimously approved to amend the minutes of 4/13/10 as follows under "CFA Certification" in New Business: change "Redevelopment Project" to "Condo Acquisition Project."

DIRECTOR'S REPORT:

Vacancies: The tenants in 5B moved to 6D for medical reasons. The tenant in 16C moved to a nursing home, and the one in 16D will be moving out of state at the end of the month. None of the three units has yet been leased. S. Cline suggested that a chair lift be purchased (@ \$5,000) so that those applicants who can't climb stairs can be housed in second floor units.

Maintenance: A report was presented on maintenance activities.

Minutes prepared by Jo-Ann Howe, Executive Director