

MINUTES OF THE REGULAR MEETING

November 16, 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; State Appointee: Judith Deutsch; Member: Lydia Pastuszek; Executive Director: Jo-Ann Howe.

1. MINUTES: A motion to approve the minutes of the meeting of September 27, 2010, was made by S. Cline, seconded by J. Deutsch, and unanimously approved.

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

UNFINISHED BUSINESS:

Fees Waiver: K. Kang met with the CPC on 9/29 and learned that there is no CPA administrative funding left to help with permitting fees. The SHA will meet with Selectmen for a second time this evening to request a waiver of said fees.

3. Redevelopment Project: A motion was made by S. Cline, seconded by L. Pastuszek, and unanimously passed to approve a \$10,000 increase in the contract with WIHED to cover the cost of hiring a person to create the bid package and help with the selection of a general contractor, since that was not in the original scope of services. An Owner's Representative will also be hired in the near future and that item had already been included in the budget

Condo Project: Attorney Sue Cohen has reviewed the history of this project and proposed an amendment to the trust documents. After much discussion, it was decided to investigate the possibility of purchasing a single family house rather than a condo, so as to avoid all of the issues raised by placing tenants in very large units controlled by an association.

CPA Committee: The next scheduled meeting is tomorrow evening.

Housing Trust: The ZBA approved the Trust's proposal for a 3-unit homeownership development on Maynard Road.

4. Boilers: Work has begun on the installation of new energy-efficient boilers and furnaces in eight of the SHA's family houses, funded with ARRA funding through DHCD. A motion was made by S. Cline,

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seconded by L. Pastuszek, and unanimously approved to apply to DHCD for a 6% administrative fee for this project.

Multi-family Energy Retrofits: Sixty-one refrigerators, along with attic air-sealing and additional insulation have been installed at Musketahquid Village and funded by utility companies. Application is currently being made to the same program for similar improvements in the family housing.

NEW BUSINESS:

5. Annual Report: A motion was made by L. Pastuszek, seconded by S. Cline and unanimously passed to approve the annual report to the Town.

Formula Funding/Capital Plans: Input has been requested and received from all tenants with regard to listing and prioritizing capital improvements.

DIRECTOR'S REPORT:

Reasonable Accommodation Workshop: Provided by Attorney Andrew Bailey and attended by J. Howe on 10/26.

NSHEDA: Attended by J. Howe on 10/21. Discussion held with DHCD's ARRA accountant regarding payroll submission procedures for boiler project.

Vacancies: There have been no vacancies during the past month.

Maintenance: A report was presented on maintenance activities.

Minutes prepared by Jo-Ann Howe,
Executive Director