

MINUTES OF THE REGULAR MEETING

September 27, 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; Treasurer: Sherrill Cline; State Appointee: Judith Deutsch; Executive Director: Jo-Ann Howe.

1. MINUTES: A motion to approve the minutes of the meeting of August 10, 2010, was made by S. Cline, seconded by J. Deutsch, and unanimously approved.

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

UNFINISHED BUSINESS:

Redevelopment Project: A second One-Stop Application for funding was submitted to DHCD on 9/16. Funding decisions are expected in December or January. Prior to the One-Stop submission, a letter was sent to DHCD in response to the issues raised during the meeting of 8/9.

3. Condo Project: Since the suggested revision to the condo trust documents was not accepted, it was decided to hire Attorney Sue Cohen, who has dealt with similar issues for the Acton Housing Authority, to review the materials and advise the SHA. A motion was made by J. Deutsch, seconded by K. Kang to hire Atty. Cohen for initial consultation, and passed unanimously.

Housing Trust: L. Pastuszek attended a meeting of the ZBA this evening with the Trust to present a modified version of the Trust's housing proposal for Maynard Road.

CPA Committee: Will be meeting on 9/29 for the first time this autumn. K. Kang of the SHA will attend to request a portion of the funding for SHA permitting fees for the Redevelopment Project.

Personnel Workshop: J. Deutsch reported on what she had learned at a NAHRO-sponsored workshop on personnel issues in June. Her written notes were provided.

4. Boilers: A motion was made by S. Cline and seconded by J. Deutsch, to approve the lowest bidder as certified by DHCD for the 705 Boiler Replacement Project, DHCD Work Plan # 2880017. The following bids were received and opened at 10 a.m. on 9/24/10:

- Charles M. Moran Plumbing & Heating, Inc.: \$54,700
- Automatic Temperature Controls, Inc. (d/b/a C.H.A.C.): \$69,800
- Royal Steam Heater Company: \$79,200

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Multi-family Energy Retrofits: Sixty-one refrigerators will be replaced free of charge at Musketahquid Village in early October, resulting from application to this program.

Open-Meeting Law: Hand-outs from the Town Clerk's office were distributed.

NEW BUSINESS:

5 CFA Amendment: S. Cline moved to accept the Contract for Financial Assistance for Work Plan #28802-1006 (705-c boiler replacements), in the amount of \$62,010. J. Deutsch seconded the motion and it was unanimously voted.

6. Revised Income Limits: A motion was made by S. Cline, seconded by K. Kang, and unanimously approved to adopt income limits for admission to state-aided public housing, effective 8/9/10, as follow:

<u>1 Person</u>	<u>2 People</u>	<u>3 People</u>	<u>4 People</u>	<u>5 People</u>	<u>6 People</u>	<u>7 People</u>	<u>8 People</u>
45,100	51,550	58,000	64,400	69,600	74,750	79,900	85,050

7. Personnel Policy: A motion was made by K. Kang, seconded by S. Cline and unanimously approved to accept the Personnel Policy as revised by S. Cline and L. Pastuszek. It will now be submitted to DHCD for approval.

Selectmen's Goals: Goals for 2010-11 were distributed.

New DHCD Acting Director: Lizbeth Heyer has been appointed the Acting Director of DHCD, replacing Amy Schectmen who recently resigned.

Workshops: No board members are able to attend the NAHRO workshops scheduled for this fall.

DIRECTOR'S REPORT:

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

