

MINUTES OF THE REGULAR MEETING

April 10, 2012

The SHA met in open session 55 Hudson Road, Sudbury, at 6:30 p.m. Those present were: Chair: Kaffee Kang; Vice Chair: Sherrill Cline; Assistant Treasurer: Lydia Pastuszek; Executive Director: Jo-Ann Howe.

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

UNFINISHED BUSINESS:

Redevelopment Project: Soil testing was done last week and the footings will be framed this week. The modular units could be delivered as early as the end of May. Change orders so far include \$6,624 for removal of asbestos tiles found under wall-to-wall carpeting, and \$4,825 for asbestos cement pipes found under 3 of the slabs. There will also be additional charges by the abatement company and by the Water District for 4 extra water connections at the mains, since the existing 3/4" taps are inadequate to supply the volume required by 2 units of housing.

Abutter Request: A person living in the Landham Road neighborhood phoned to ask how he might be able to stop this redevelopment project. He's lived there for 7 years and just learned of the SHA's plans, which have been well publicized over the past 5 years.

Town Meeting Article: J. Howe attended Selectmen's meeting of 3/20 to answer any questions that might have arisen regarding the SHA's Town Meeting article.

Governor's Commission: The Governor has formed a 23-member commission to make recommendations for reform in response to the abuses at the Chelsea Housing Authority last year. J. Deutsch and J. Howe met with Senator Jamie Eldridge, who is on the Commission, on March 5th. A letter will be sent to The Chairman of the Commission, to Senator Eldridge, and to Senator Barry Feingold, expressing opposition to the concept of regionalizing local housing authorities.

2. DHCD Work Plan 288025001/ DHCD FISH 288023: A motion was made by L. Pastuszek, seconded by S. Cline, and unanimously voted to accept the bid of \$126,000 by Meadows Construction Company, LLC, of Byfield, MA, the lowest eligible and responsible bidder, for the roofing (Pine Street and Old Meadow) and exterior painting and trim replacement project (Musketahquid Village) under the SHA's Formula Funding Program.

Personnel Policy: After some discussion it was decided to make enquiries of the MA Group Commission and Middlesex Retirement System to better understand the requirements for new part-time employees.

Waiting List Updates and Opening: All applicants on all waiting lists who applied before 2011 were sent letters asking if they wish to remain on the list, resulting in many being removed from the lists due to non-response. The family waiting list was opened for a month for the first time in four years, and 36 new applications were received. The earliest applicant on the current list applied in 2005, and the average vacancy rate is one unit every 1-2 years, with the last one occurring in November, 2010.

CPC: S. Cline reported on the recent activities of the CPC.

Housing Trust: L. Pastuszek reported on the recent activities of the SHT.

NEW BUSINESS:

Administrative Assistant: More than 100 applications were received for the vacant position of administrative assistant, created by the retirement of Beverly Bleck, after 15 years employment. Ten applicants were interviewed, the top four among those were interviewed a second time, and Sheila Cusolito was chosen for the position. The SHA feels very fortunate to have Sheila, as she has had a long-time interest in affordable housing in both paid and volunteer positions and is well-qualified for the position.

3. CFA 705-5 Extension: DHCD's Contract for Financial Assistance for \$205,000 for the purchase of affordable condos expires on 6/3/12 and a two-year extension has been offered. A motion was made by L. Pastuszek, seconded by S. Cline, and unanimously approved to extend the contract to 6/30/14.

CD Renewal: It was decided to renew the CD with Middlesex Savings Bank.

Clean Energy Grants: J. Howe submitted an application to DHCD for ground/air source heat pumps to replace the electric heating at Musketahquid Village. Since applications will be approved on a first-come first-served basis, the application was submitted online 2 days after its receipt.

MetroWest News Article: A reporter contacted the SHA to write a story about new family housing being developed by Hopkinton, Holliston, and Sudbury Housing Authorities, that was published on the front page on April 9th.

DIRECTOR'S REPORT:

Vacancies: The tenant in 1A passed away and the first applicant on the local list accepted the apartment.

Maintenance: A report was presented on maintenance activities.

Minutes prepared by Jo-Ann Howe,
Executive Director