

## MINUTES OF THE REGULAR MEETING

February 21, 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; Treasurer: Judith Deutsch; Assistant Treasurer: Lydia Pastuszek; Member: Steven Swanger; Executive Director: Jo-Ann Howe.

**1. MINUTES:** A motion was made by S. Swanger to approve the minutes of the meetings of January 10, 2012. The motion was seconded by S. Cline and unanimously approved.

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

### UNFINISHED BUSINESS:

**Redevelopment Project:** The loan closing has been accomplished, demolition of the two houses on Great Road occurred today, and the remaining two houses will be razed tomorrow. Letters were mailed to 63 abutters within 300 feet of each site, notifying them of the schedule. A “kick-off” job meeting was held on February 1<sup>st</sup>. Minutes from these meetings will be made available to SHA members by email. The decision regarding whether to hold a groundbreaking ceremony was deferred.

**DHCD Project 288023:** This roofing (Pine Street and Old Meadow), exterior painting and trim replacement project (Musketahquid Village) under the SHA’s Formula Funding, will be advertised in March.

**CPC:** The CPC has had no recent meetings.

**Housing Trust:** Will be meeting next week.

### NEW BUSINESS:

**3. Budget:** A motion was made by J. Deutsch, seconded by S. Swanger, and unanimously passed to accept the fy 2013 budget as prepared according to DHCD’s Budget Guidelines, by SHA accountant Howard Gordon and Executive Director J. Howe.

**4. Quarterly Statements:** A motion was made by S. Swanger, seconded by L. Pastuszek and unanimously passed to approve the third quarter financial statements as prepared by Accountant Howard Gordon.

**5. Waiting List:** A motion was made by L. Pastuszek, seconded by S. Swanger and unanimously approved to open the 705 family waiting lists through April 2, 2012. It has been more than two years since the last 2-bedroom vacancy, and nearly three years since the last 3-bedroom vacancy. The earliest 2-bedroom applicant on our current list applied eight years ago, in 2004, and the earliest 3-bedroom applicant in 2005. It is hoped that limiting the open date to a few weeks may help avoid giving false hope regarding the likelihood of being housed within the foreseeable future.

**Legislative Day:** No members are able to attend this day at the State House. However, Senator Jamie Eldridge will be invited to an SHA meeting to discuss SHA concerns about possible legislation that would

encourage regionalization of small housing authorities. SHA members believe that it is only because of local knowledge and networking that its new housing development has been successful.

**DIRECTOR'S REPORT:**

**Vacancies:** The tenant in 1A became seriously ill and was unable to move out as planned at the end of January. The tenant from 9C transferred to 8A for medical reasons.

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

Minutes prepared by Jo-Ann Howe,  
Executive Director