

## MINUTES OF THE REGULAR MEETING

January 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; Treasurer: Judith Deutsch; Member: Steven Swanger; Executive Director: Jo-Ann Howe.

**1. MINUTES:** A motion was made by S. Cline to approve the minutes of the meetings of December 12, 2011, contingent upon adding “executive director’s” prior to the word “contract” in the sentence after “Contract” in Unfinished Business. The motion was seconded by S. Swanger and unanimously approved.

**2. CHECKS:** A motion to approve the checks written in December was made by S. Swanger, seconded by J. Deutsch, and unanimously approved.

### **UNFINISHED BUSINESS:**

**Redevelopment Project:** The financial closing is now expected in mid-January and the buildings should be razed in mid-February.

**Budget and Salary Certifications:** Newly Revised Budget and Salary Certifications as well as Year-End Financial Statement Certifications were signed for re-submission to DHCD. Additional revisions have been made by DHCD in response to suggestions by NAHRO.

**CPC:** The CPC did not meet last week.

### **NEW BUSINESS:**

**3. Annual Town Report Submission:** A motion was made by S. Cline to accept the Annual Report Submission for the Town, seconded by S. Swanger, and unanimously accepted.

**Legal Fees Write-Off:** After some discussion, it was decided that instead of writing off \$250 in fees for a very low-income tenant, that an offer should be made to write them off if no further complaints arise about his behavior during the next year. \$25 has been paid on the debt that has been due since the Agreement for Judgment was signed in April, 2011. SHA attorney will be consulted.

### **DIRECTOR’S REPORT:**

**Vacancies:** The tenant in 1A will be moving to private housing in NH at the end of January, and the tenant who was displaced by fire in 14D, has vacated 8A and moved back to 14D.

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

Minutes prepared by Jo-Ann Howe,  
Executive Director