

MINUTES OF THE REGULAR MEETING

June 12, 2012

The SHA met in open session at 55 Hudson Road, Sudbury, at 7:30 p.m. Those present were: Vice Chair: Sherrill Cline, Treasurer: Judith Deutsch; Member: Steven Swanger; Sudbury Patch Reporter: Helen Young; Executive Director: Jo-Ann Howe.

1. MINUTES: The minutes of 5/8/12 were not approved since only one member in attendance was also present in May.

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

UNFINISHED BUSINESS:

Redevelopment Project: The units on Great Road and Greenwood Road have been delivered, and those on Ford will arrive on 6/13, and Landham on 6/26. Kitchen cabinets are much darker than ordered, the electric panel in one unit is located in the wrong spot, the stair risers were painted white instead of varnished, and the half wall at the top of stairs in one unit is higher than specified, but otherwise the houses look excellent. ECG will install natural wood veneer over the risers, paint the electric panels white, and purchase and install blinds for all of the windows to compensate for the errors.

Governor's Commission on Public Housing Sustainability and Reform: J. Howe reported on having attended a meeting of local housing authorities on 6/7 which discussed the draft of a report by the aforementioned Commission. Concern was expressed about the concept of a costly centralized structure that would take over many of the functions of small, local housing authorities. The local housing authorities discussed some ways in which regionalization could be accomplished without the loss of local control.

Trim/Siding/Roofing Project: The construction for this project began on 6/4 and is proceeding well.

CPA Committee/Condo Purchase Project: Town Meeting approved the SHA's request to use the \$360,000 previously allocated to purchase four condos to be used instead to purchase any units at no more than \$180,000 each, thus enabling the purchase of single family houses with the help of additional subsidy or mortgage. SHA members agreed that this would be a good project for Administrative Assistant Sheila Cusolito to take on as time allows.

Housing Trust: No report due to absence of L. Pastuszek.

NEW BUSINESS:

3. Change Orders: A motion was made by S. Swanger, seconded by J. Deutsch and unanimously passed to accept Change Orders # 2 (removal of Transite piping below slabs for \$17,188) and #3 (provision of additional water service as required by Sudbury Water District for \$25,960), per the CO Policy passed at the last SHA Board meeting. Change Order #1 (removal of asbestos tile beneath carpet for \$7,799) did not meet the threshold for a Board vote.

4. Elections: A motion was made by J. Deutsch, seconded by S. Swanger, and unanimously approved to rotate positions so that the SHA officers will become:

- Chair: Sherrill Cline
- Vice Chair: Judith Deutsch
- Treasurer: Lydia Pastuszek
- Assistant Treasurer: Steve Swanger
- Member: Kaffee Kang

5. Lottery Agent: A motion was made by J. Deutsch, seconded by S. Swanger and unanimously approved to contract with MCO Housing Services to be the lottery agent for the new duplex development. Two responses to the RFP were received and reviewed, and it was found that MCO has the most pertinent experience in conducting lotteries. The second applicant was Barkan Compliance Solutions, a property management company.

DIRECTOR'S REPORT:

Vacancies: The resident of 16B moved to a nursing home and the resident from 12C transferred to the unit for medical reasons. 12C will be leased to the next local applicant who can accept a second floor unit.

Maintenance: A report was presented on maintenance activities.

Minutes prepared by Jo-Ann Howe,
Executive Director