

SUDBURY HOUSING AUTHORITY

55 HUDSON ROAD
SUDBURY, MASSACHUSETTS 01776

JO-ANN HOWE
EXECUTIVE DIRECTOR

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MINUTES OF THE REGULAR MEETING

August 14, 2013

The SHA met in open session at 55 Hudson Road, Sudbury, at 8.00 p.m. Those present were: Chair: Judith Deutsch; Vice Chair: Lydia Pastuszek; Treasurer: Steven Swanger; Assistant Treasurer: Kaffee Kang; Member: Sherrill Cline; Executive Director: Jo-Ann Howe; Administrative Assistant: Sheila Cusolito.

1. MINUTES: A motion to approve the minutes of 7/9/13 was made by S. Swanger, seconded by L. Pastuszek, and unanimously approved.

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

UNFINISHED BUSINESS:

Redevelopment Project: It is expected that the financial closing will occur on August 16th.

Heat Pump Pilot: Notice to proceed has been issued to the low bidder, The Gray Company, of Bedford, MA.

Water Heater Replacements: Not yet scheduled.

NEW BUSINESS:

3. Office Hours: A motion was made by K. Kang, seconded by S. Swanger, and unanimously passed to change the office hours as listed in the Employment Policy from 9-5, to hours more suited to the new part-time, incoming office staff. Executive Director S. Cusolito will make a recommendation for specific hours to the Board at its September meeting.

Administrative Assistant: Maura Fitts has been hired as the person to replace S. Cusolito as the SHA's administrative assistant.

Methodist Volunteer Program: The Sudbury United Methodist Church has developed a program in which some of its members deliver vegetables from the Community Garden to Musketahquid Village on a regular basis. The response from Village residents has been one of gratitude.

DIRECTOR'S REPORT:

Maintenance: Work orders resulting from inspections and routine work orders are being addressed.

EXECUTIVE SESSION

J. Deutsch, SHA Chair, declared an Executive Session with no return to Open Session, for the purpose of conducting contract negotiations and to consider the purchase and value of real property, as to do so in open session might compromise the negotiating positions of the Board. The vote to enter into Executive Session was as follows:

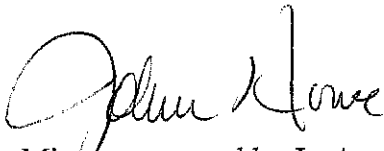
Yes: Sherrill Cline

Yes: Judith Deutsch

Yes: Kaffee Kang

Yes: Lydia Pastuszek

Yes: Steven Swanger.



Minutes prepared by Jo-Ann Howe,
Executive Director