

MINUTES OF THE REGULAR MEETING

July 9, 2013

The SHA met in open session at 55 Hudson Road, Sudbury, at 7:30 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 6/14/13 and was made by S. Cline, seconded by K. Kang, and unanimously approved. A motion to approve the minutes of 7/1/13 and was made by L. Pastuszek, seconded by K. Kang, and unanimously approved as amended.

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

UNFINISHED BUSINESS:

Redevelopment Project: Information is still being gathered for the close out, which has not yet occurred.

Heat Pump Pilot: Bid packages are currently being distributed and are due on July 18th. It is hoped that the work will begin on August 18th and be completed within a month.

3. Water Heater Replacements: NStar is going to pay for new heat pump water heaters to replace 17 electric ones at Musketahquid Village and 2 in the single-family houses. All of the others are gas or oil-fired. They will not replace those in non-residential buildings. A motion was made by S. Cline, seconded by L. Pastuszek and unanimously passed to have two new water heaters installed to replace the old electric ones in the community building at the SHA's expense.

Housing Trust: L. Pastuszek reported that the groundbreaking of The Coolidge on Landham Road begins recertification of Sudbury's Housing Production Plan, buying 2 more years of exemption from new 40B developments. The closing on a house recently purchased for re-sale will occur this week, and the small grants for re-hab. Program may be revised.

Reorganization Proposal: Hearings will be held in Boston on the various proposals for reorganization and some Board members are interested in attending. S. Cline will request clarification from Tom Connolly re. NAHRO's proposal and S. Swanger will request an update from Senator Eldridge.

NEW BUSINESS:

4. Executive Director Recommendation: The Preliminary Screening Committee, consisting of J. Deutsch, L. Pastuszek and S. Swanger, strongly recommended that the SHA vote to hire Sheila Cusolito to be the new Executive Director. The Chairperson sent a letter to each of the SHA's 91 households asking what qualities and attributes they would like to see in a new director, and 10 responses were received. The recurring theme was that the tenants want someone who will ensure that the SHA will continue to run smoothly and who will see that their needs are met. Four applicants were chosen for interviews from the applications received. The Committee unanimously selected S. Cusolito for a number of reasons: During her 14 months as SHA administrative assistant, she has learned much about the job and filled in for the executive director during vacations. She has already shown her ability to work with both tenants and staff and her interpersonal skills make her the outstanding candidate. She clearly has the ability to learn the

regulations and the technical skills required. The Committee was especially impressed with the way she talked about SHA residents, which showed a depth of commitment seldom seen. Her knowledge of and commitment to affordable housing and its development is also impressive, and the fact that she lives locally will be helpful during emergencies. A motion was made by S. Cline, seconded by S. Swanger, and unanimously approved to select Sheila Cusolito to be the Sudbury Housing Authority's next Executive Director. Advertisements for a new administrative assistant will be place very soon.

New Maintenance Man: J. Plourde, the SHA's maintenance supervisor, has had knee replacement surgery and will be out of work until September. Due to his surgery, which was several months sooner than anticipated, Geoffrey Beharrell was hired for 18 hours per week and will replace J. Howe's maintenance hours after her retirement.

5. Close 667 Waiting List: A motion was made by S. Swanger, seconded by K. Kang, and unanimously approved to close the 667 Waiting List for seniors and disabled people until further notice. There have been only 5 vacancies in the past 12 months and if that rate continues, there are enough local applicants to last for more than 2 years and sufficient non-locals to last for many more.

DIRECTOR'S REPORT:

Maintenance: 705 inspections and routine work orders have been completed.

Minutes prepared by Jo-Ann Howe,
Executive Director