

MINUTES OF THE REGULAR MEETING

May 14, 2013

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

1. MINUTES: A motion to approve the minutes of 4/9/13 was made by K. Kang, seconded by L. Pastuszek, and unanimously approved. A motion to approve the minutes of 5/3/13 was made by J. Deutsch, seconded by K. Kang, and unanimously approved.

2. CHECKS: A motion to approve the checks written in April was made by K. Kang seconded by L. Pastuszek, and unanimously approved.

UNFINISHED BUSINESS:

Redevelopment Project: The accessible unit at 11 Ford Road has still not been leased. SMOC has been very slow in processing the applicant and still cannot provide the rental amount.

Heat Pumps: Debra Hall of DHCD has stated that the Dept. of Energy Resources is excited about funding a heat pump pilot program for Musketahquid Village, but that the SHA may need to use its own reserves for funding, later to be reimbursed by a DOER grant. Board supports this option.

Police Station: SHA is pleased that the funding article for the new station was withdrawn at Town Meeting and that instead, an article was passed funding designer services only. The SHA has been promised the opportunity to participate in future meetings of the Permanent Building Committee regarding this subject, and K. Kang volunteered to attend.

Reorganization Proposal: Hearings will be held from June-September on the various proposals for housing authority reorganization. DHCD mailed a packet of information to each Board explaining the advantages of the Governor's proposal.

Housing Trust: L. Pastuszek reported that the Trust recently purchased a house on Eddy Street for re-sale to a first time homebuyer.

CPC: No recent activity.

NAHRO Agency Award Application: The SHA will receive an award for its duplex development project by the MA branch of the National Association of Housing and Redevelopment Officials at its annual conference on May 20, 2013.

NEW BUSINESS:

3. Elections: A motion was made by S. Swanger, seconded by K. Kang and unanimously approved to elect new officers according to the established rotation schedule. Therefore, the new officers will be:

Chairperson: Judith Deutsch

Vice Chairperson: Lydia Pastuszek

Treasurer: Steven Swanger
Assistant Treasurer: Kaffee Kang
Member: Lydia Pastuszek

4. Certifications: A motion was made by S. Swanger, seconded by L. Pastuszek and unanimously passed to accept and sign the Year End Financial Statements Certification, the Lead Paint Certification, and the Schedule of Positions & Compensation Certification.

Retirement: Executive Director J. Howe plans to retire on 8/16 and the Board prefers to hire a new director rather than enter into an agreement with another housing authority to share its director. A subcommittee consisting of J. Deutsch, L. Pastuszek and S. Swanger will advertise and conduct preliminary screening for the position. J. Howe will contact DHCD to obtain updated information on hours required, salary, job description, DHCD approval timeline, etc. J. Howe was authorized to hire a new part-time maintenance man as soon as possible.

DIRECTOR'S REPORT:

Maintenance: A report was presented on maintenance activities.

Minutes prepared by Jo-Ann Howe,
Executive Director