

SUDBURY HOUSING AUTHORITY

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MINUTES OF THE REGULAR MEETING

October 8, 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: Sheila Cusolito.

1. MINUTES: A motion to approve the minutes of September 17, 2103 was made by S. Cline, seconded by K. Kang, and unanimously approved.

2. CHECKS: A motion to approve the checks written in September 2013 was made by S. Cline, seconded by L. Pastuszek, and unanimously approved.

UNFINISHED BUSINESS:

Heat Pump Pilot: The installation of the monitors and heat pumps occurred last week. The bathroom fans were installed on Monday. The Board is appreciative of the support and expertise of Sudbury resident and engineer Bob Morrison.

Water Heater Replacements: The installations are expected to begin later this month.

Statewide Hearings on Governor's and Alternate Proposals: J. Deutsch presented testimony at the October 1 legislative hearing in Boston and provided the Board with a summary report. The Board discussed the theme of performance accountability, outlined in a memo distributed by the Massachusetts Law Reform Institute. The Board recommended asking the Selectmen and the Housing Trust for their written support for its position in opposition to any of the proposed housing authority governance reforms, emphasizing a concern for the loss of local control and ownership of assets.

Executive Director's Goals: S. Cusolito presented goals representing the upcoming 18 months. The Board asked that she perform a self-evaluation to present to S. Swanger. Mr. Swanger will then make recommendations to the Board. A motion to approve the 18-month proposed goals of Executive Director S. Cusolito was made by S. Cline, seconded by L. Pastuszek, and unanimously approved.

NEW BUSINESS:

FY14 Health and Safety Initiative: S. Cusolito announced that DHCD is seeking proposals for health and safety initiatives limited in cost to \$100/state-aided unit (\$8,000 for the SHA). She noted that inspections of bathrooms at Musketahquid Village uncovered some failures in the tiled tub surrounds, requiring replacement of damaged plywood, studs, and sheetrock. Another option is to apply for funding to fix the badly compromised concrete patio at the rear of the community building. The Board agreed by consensus that CPA funds should be sought for the preservation of the structural integrity of the Musketahquid Village buildings by repairing underlying water damage and replacing and installing fiberglass surrounds in the tub area. Proposals are due to the CPC by November 1. K. Kang offered to assist with the proposal.

Rent Calculation Workshop: NAHRO is sponsoring a day-long workshop in Woburn on October 10. S. Cusolito and Administrative Assistant M. Fitts will attend.

NAHRO Fall Conference: The fall conference will be held in Natick on November 18 and 19. Board Members are welcome to attend.

Liaison Reports:

Housing Trust: L. Pastuszek reported that the trust met on September 27. In the absence of B. Rust, the Trust is staffed by two people, who handle the regional responsibilities and the lottery work. Town Planner J. Kablack is considering hiring a third person to focus on the Trust Home Preservation program. An RFP for the Maynard Road project will be issued soon. The project will consist of three units, at least two of which will be 2-bedroom units.

CPC: S. Cline reported that the CPC held its first meeting of the year last Wednesday. The Committee discussed the Town Hall and Town Center projects. The Committee is disinclined toward the purchase of the property on Concord Road that is available through Ch 61A.

Police Station: K. Kang attended a PBC meeting on 9/26 at which some site plans were presented. She had a follow-up meeting with Facilities Director Jim Kelly and Chief Scott Nix. Both she and Steve Swanger, as well as a Musketahquid Village tenant, attended a PBC meeting on 10/3. It is not likely that the SHA will be successful in its desire to keep its driveway separate from police vehicle traffic; however, Chief Nix recommended moving the split closer to Hudson Road. Unlike the current driveway, the proposed driveway will not be winding, although the grade will be comparable. S. Cusolito recommended insisting that the driveway be shared only for emergency exits and not for entry by police staff.

Commissioner Training: J. Deutsch attended an Ethics workshop. She shared a 'top ten' list of rules that municipal employees, including Board members, must know about the conflict of interest law. She also relayed the recommendation to provide the Board with a current financial statement at each meeting.

NAHRO/CPC Survey: S. Cusolito reported that the SHA completed this survey, which was designed to gauge interest in NAHRO working with the Community Preservation Coalition in promoting LHA access to CPA housing funds for capital work on existing state housing.

SHA Annual Projection on Electric Costs: The SHA received a memo from Bay State Consultants, its current energy broker, with a request to research the market on its behalf. As the current contract is good until 2015, the consensus of the Board was to hold off for another year.

DIRECTOR'S REPORT:

Vacancies: A report on vacancies for the period September 18, 2013–October 8, 2013 was presented.

Evictions: A report on evictions was presented.

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

Executive Session: Not required.

Adjourn: A motion to adjourn the October 8, 2013 Regular Session was made by S. Cline, seconded by S. Swanger, and unanimously approved. The time was 9:40 p.m.

Yes: Sherrill Cline
Yes: Judith Deutsch
Yes: Kaffee Kang
Yes: Lydia Pastuszek
Yes: Steven Swanger.

Minutes prepared by S. Cusolito
Executive Director

