

SUDBURY HOUSING AUTHORITY

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Executive Director

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MINUTES OF THE REGULAR MEETING

September 17, 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 August 14, 2103 was made by L. Pastuszek, seconded by S. Swanger, and unanimously approved.

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

UNFINISHED BUSINESS:

Duplex Final Closing: The transaction was recorded on August 21, 2013, one day later than anticipated. An additional day's interest of \$136.04 was required. Excess proceeds were returned to funders, MHP; MassHousing; and DHCD.

Heat Pump Pilot: The electrical work and installation of monitors is scheduled for October 2. The heat pump installation is expected to be scheduled for shortly before or thereafter.

Water Heater Replacements: No additional information has been received from ABCD, the agency that is managing this project.

667 Wait List Closure: Notices of the 667 wait list closure were circulated to Town departments, area newspapers and agencies, and to the local cable channel. The wait list for standard applicants will close for one year, effective October 1, 2013.

Office Hours: The office is currently staffed and open from 9 am to 3 pm daily, but closed on Wednesday. The staff is considering the option to close for some period of each day.

ED Contract / DHCD: The contract was approved by DHCD; however, the agency asked to have the maximum allowable state portion specified as the percentage that corresponds to our state-aided housing (88%), rather than the total maximum allowed.

NEW BUSINESS:

Statewide Hearings on Governor's and Alternate Proposals: Commissioners provided input to J. Deutsch on a draft statement to be presented at the October 1 hearing.

Executive Director's Goals: Commissioners provided input to S. Cusolito on her goals and agreed by consensus to designate S. Swanger as the contact for goal-related matters.

DIRECTOR'S REPORT:

Vacancies: A report on vacancies for the period August 14–September 17, 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

L. Pastuszek, SHA Vice- Chair, declared an Executive Session not to return to Open Session, seconded by S. Cline, for the purpose of discussing the purchase and value of real property, as to do so in open session might compromise the negotiating position of the Board. The vote was 5–0 in favor. The time was 9:30 p.m.

Yes: Sherrill Cline

Yes: Judith Deutsch

Yes: Kaffee Kang

Yes: Lydia Pastuszek

Yes: Steven Swanger.

The time was 9:30 p.m.

Minutes prepared by S. Cusolito
Executive Director