

SUDBURY HOUSING AUTHORITY

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MINUTES OF THE REGULAR MEETING

February 10, 2015

The SHA met in open session at 55 Hudson Road, Sudbury, at 6:00 p.m. Those present were: Chair: L. Pastuszek; Vice Chair: S. Swanger; Member: Sherrill Cline; Member: J. Deutsch; Executive Director: S. Cusolito; Guest: Selectman Len Simon.

1. Minutes: A motion was made by J. Deutsch, seconded by S. Cline, and unanimously approved, to approve the minutes of the January 13, 2015 Regular Session as amended.

2. Checks Approval: A motion was made by S. Swanger, seconded by S. Cline, and unanimously approved, to approve checks written in January 2015.

A motion was made by S. Swanger, seconded by S. Cline, and unanimously approved, to approve the FY15 second quarter report.

S. Cline requested a year-to-year comparison of costs such as utilities and repairs.

NEW BUSINESS

3. SHA/Town Collaborations (Guest: Selectman Len Simon): Selectman Simon shared his thoughts on affordable housing development in Sudbury and the SHA provided an overview of its thoughts. A good portion of the discussion centered on possibilities for development of the Raytheon property. The SHA plans to draft a memo to submit to the Board of Selectmen.

FY16 Budget: S. Cusolito reported that accountant J. Milne will present the budget at the March meeting.

Capital Planning 5-Year Review: S. Cusolito reported that the SHA review is scheduled to begin. The plan must be submitted by April 15.

DHCD Temporary Suspension of Financial Audit Mandate: S. Cusolito reported that the mandate for LHA's to engage the services of an independent auditor has been postponed until further notice to continue to refine the program.

Liaison Reports

Housing Trust: L. Pastuszek reported that the Trust approved the specs for the Maynard Road property. A May 2015 construction start is anticipated. L. Pastuszek also provided information on condominium units on Dutton Road that are available for purchase. She and S. Cusolito are scheduled to view the units on February 12.

CPC: S. Cline was unable to attend the last CPC meeting, at which final approvals of warrant articles were made.

Melone: S. Swanger reported that the Melone property committee formation has been put on hold.

UNFINISHED BUSINESS

CPA Bathroom Project: A schematic design meeting scheduled for February 10 was canceled due to snow and rescheduled for February 12.

ADA Shower Conversion: S. Cusolito reported that the project was recently completed and that some negotiation for omissions is underway.

Heat Pump Pilot Expansion: S. Cusolito reported that signed copies of the NTP were received, with an anticipated completion date of March 11, 2015.

13. Audit Update: S. Cusolito requested that the OSA restore her original comments to the recently published report. She reported a small, but positive reception to J. Howe's letter to the editor.

DIRECTOR'S REPORT

S. Cusolito attended a final meeting on the centralized wait list on January 26.

Vacancies: One vacancy due to death is expected to be filled effective February 14.

Evictions: One Summary Process Summons and Complaint court date has been delayed until March. A second 14-Day Notice resulted in receipt of a partial payments.

Maintenance: Routine work orders, as well as those from 667 unit inspections, have been a challenge to complete because of the snow conditions.

Adjourn: A motion was made by S. Cline, seconded by S. Swanger, and unanimously approved to adjourn the February 10, 2015 Regular Session. The time was 8:30 p.m.

Yes: Sherrill Cline
Yes: Judith Deutsch
Yes: Lydia Pastuszek
Yes: Steven Swanger

Minutes prepared by S. Cusolito
Executive Director

