

SUDBURY HOUSING AUTHORITY

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MINUTES OF THE REGULAR MEETING

September 8, 2015

The SHA met in open session at 55 Hudson Road, Sudbury, at 7:30 p.m. Those present were: Chair: S. Swanger; Vice Chair: K. Kang; Member: L. Pastuszek; Executive Director: S. Cusolito.

Energy Procurement: The SHA's three-year contract with Bay State Consultants expires in December and the SHA elected to interview other service providers. Alfonso Ferrentino from Secure Energy presented a brief outline of services provided, as well as date-sensitive rate information.

Minutes: Tabled.

Checks Approval: A motion was made by K. Kang, seconded by L. Pastuszek, and unanimously approved, to approve checks written in July and August 2015.

A motion was made by L. Pastuszek, seconded by K. Kang, and unanimously approved, to approve the FY16 Q1 statement.

NEW BUSINESS

Tub Surround Contract: At its July 14, 2015 meeting, the Board accepted the bid from Varieka Construction and authorized S. Swanger to sign the contract, which was received on September 4. Some questions arose around the plumbing subcontract and the general contract breakdown; signature was postponed pending clarification.

CFA Amendment and Vote: A motion was made by L. Pastuszek, seconded by K. Kang, and unanimously approved to accept Amendment 6 to the Contract for Financial Assistance (CFA) between the Sudbury Housing Authority and the Commonwealth of Massachusetts for Work Plan 5001, Project 288039, Bathroom Remodeling Project (Tub Surrounds), in the amount of \$7,975, and to authorize Steve Swanger, Chairperson of the SHA Board of Commissioners, to sign on behalf of the SHA.

Funds are designated as an FY16 Energy Savings Sustainability Award to fund additional insulation.

Budget Amendment Certification: A motion was made by L. Pastuszek, seconded by K. Kang, and unanimously approved to certify the proposed amendment to the FY16 Operating Budget as presented. Amendment details relate to reimbursements for legal fees and snow removal costs.

Concrete Patio Kick-Off: The meeting with the contractor, engineering consultant, and DHCD construction advisor is scheduled for September 15.

ED Salary Schedule: Tabled.

Liaison Reports: SHT: L. Pastuszek reported that the excavation is underway on the Maynard Road project. S. Cusolito will inquire about the energy credit distribution.

UNFINISHED BUSINESS

Storm Damage Repairs: A motion was made by L. Pastuszek, seconded by K. Kang, and unanimously approved, to approve a payment, not to exceed \$15, 000, to Environmental Restorations, Inc. for storm-related property repairs.

DIRECTOR'S REPORT

Vacancies: One 667 vacancy occurred in July. A new lease was signed effective August 1.

Evictions: One pending Repayment Agreement is under negotiation.

Maintenance: Invaluable college summer maintenance help has departed. A maintenance hiring decision is imminent.

Executive Session: None

Adjourn: A motion was made by K. Kang, seconded by L. Pastuszek, and unanimously approved to adjourn the September 8, 2015 Regular Session. The time was 8:50 p.m.

Yes: Judy Deutsch

Yes: K. Kang

Yes: S. Swanger

Minutes prepared by S. Cusolito
Executive Director