

SUDBURY HOUSING AUTHORITY

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MINUTES OF THE REGULAR MEETING

June 14, 2016

The SHA met in open session at 55 Hudson Road, Sudbury, at 4:00 p.m. Those present were: Chair: K. Kang; Vice Chair: S. Cline; Treasurer: J. Deutsch; Member: L. Pastuszek; Member: S. Swanger; Executive Director: S. Cusolito.

Also present: Sudbury residents Amy Lepak and Marjorie Stern, both prospective associate members.

Christopher Banthin, Esq, Public Health Advocacy Institute, and Larissa Swenson, MPA, Bay State Community Services: Mr. Banthin and Ms. Swenson provided an overview of resources and experiences related to developing and implementing smoke-free policies and practices. They described the status of smoke-free initiatives of LHAs across the state, as well as the most common practices and rationale in support of smoke-free environments. Successful programs are typically implemented over a period of approximately one year, developed in partnership with residents. S. Cusolito noted that the resident survey last fall showed an overwhelming majority of residents are in favor of going smoke-free; however, residents are evenly split between an entirely smoke-free policy and one that permits smoking outside of SHA buildings. Both Mr. Banthin and Ms. Swenson offered assistance as the SHA moves toward a smoke-free environment.

Minutes: A motion was made by S. Swanger, seconded by J. Deutsch, and voted, to approve the minutes of the May 10, 2016 Regular Session. S. Cline was not present.

Checks Approval: A motion was made by J. Deutsch, seconded by S. Swanger, and unanimously voted, to approve checks written in May 2016. S. Cline was not present.

NEW BUSINESS

FY16 Year-End Statement & Certification: A motion was made by L. Pastuszek, seconded by S. Swanger, and unanimously voted, to approve the FY16 year-end financial statement and sign the certification. S. Cline was not present.

CIP 2016 Workplan 5001 Approval: S. Cusolito reported that the DHCD approved the capital improvement plan, submitted in March.

FY19 Formula Funding Award: The SHA received \$103,856 for capital improvements, the same level of funding awarded for FY18.

Public Housing Administration Notices: The DHCD has requested that commissioners be made aware of the notices as they are published. S. Cusolito will provide the link to those notices published since the last meeting.

GASB45 Summary and Report: The actuarial valuation of certain benefit obligations of the SHA (postemployment benefits programs) for FY16 through FY18 was prepared by Odyssey Advisors.

DHCD Facilities Inspection: In anticipation of the upcoming DHCD Performance Management Review, S. Cusolito invited DHCD Facilities Management Specialist Harold Avery to visit on site in June.

667 Alarm Wiring Repair: A motion was made by J. Deutsch, seconded by L. Pastuszek, and unanimously voted, to engage Convergent Technologies to provide a repair and upgrade to the Musketahquid Village Building 15 alarm system, at a cost not to exceed \$5,743. S. Cline was not present.

Liaison Reports: L. Pastuszek reported that the developers of The Coolidge, which has applied for Phase II, requested \$100,000 from the Housing Trust. The Maynard Road development has experienced delays related to a framing issue. An abutter to that property praised the effort to date.

The development agreement negotiated by the Selectmen and National Development earmarked \$100,000 for housing at the discretion of the ZBA. The Housing Trust requested \$100,000 for two initiatives: one to assist with security deposits for applicants for the affordable Avalon units (\$50,000); one to augment the Hope Fund for needs of the residents of the Avalon affordable units (\$50,000). The signed agreement was part of the June 13 Special Town Meeting requests for zoning changes that would allow the National Development portion of the Raytheon property to move forward.

L. Pastuszek asked for facilities director Jim Kelly to be contacted about the condenser units at the old police station.

L. Pastuszek asked about lease requirements and lawful possession of guns.

Open Forum: No comments.

UNFINISHED BUSINESS

ED Work Plan/Contract: The updated work plan was circulated. Additional explicit language will be added to reflect the ongoing effort to partner with Town officials on housing matters. S. Swanger and S. Cline will meet to update the ED contract, which expires in August, with input from S. Cusolito.

Development Update: S. Cusolito reported on efforts to convey the SHA's interest in concessions from Avalon / Sudbury Station, including a request for a cash donation for development or acquisition. Outreach included that to Town Planner Jody Kablack, RHSO representative Liz Rust, Town Manager Melissa Rodrigues, as well as the ZBA. Follow up with AvalonBay's VP of Development David Gillespie, who attended the SHA's May 10 meeting, is planned.

S. Cusolito met with Bill Murphy, Board of Health Director, on several matters, including septic requirements. Mr. Murphy will look into the requirements as they pertain to Oakwood Ave.

Tenant Board Member Update: Eight state housing residents were contacted about the possibility of serving as Commissioners, with an invitation to serve as associate members until a vacancy occurs. One resident, Marjorie Stern, attended.

DIRECTOR'S REPORT

S. Cusolito attended the Mass NAHRO conference May 22–25, at which Steve Swanger was recognized as Board Member of the Year and resident Sarah Strangie was awarded a \$1,500 college scholarship.

Vacancies: One vacancy is in process for June 16. The unit will go to an under 60, disabled person if a qualified applicant is identified. S. Cusolito indicated that she'll likely request that the Board open the waiting lists after this unit is filled.

Evictions: No new actions.

Maintenance: Routine work orders are underway. Inspection work on 667 units was completed, with 4% deferred for capital project scoping.

Adjourn: A motion was made by S. Swanger, seconded by S. Cline, and unanimously voted to adjourn the June 14, 2016 Regular Session. The time was 5:35 p.m.

Yes: S. Cline

Yes: J. Deutsch

Yes: K. Kang

Yes: L. Pastuszek

Yes: S. Swanger

Minutes prepared by S. Cusolito, Executive Director