

# SUDBURY HOUSING AUTHORITY

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## MINUTES OF THE REGULAR MEETING

April 12, 2022

The SHA met by remote participation open session at 7:00 p.m. Those present were: Vice Chair: S. Swanger; Treasurer: T. Vitvitsky; Assistant Treasurer: J. Cowan (until 8:00 p.m.); Member: A. Lepak; Executive Director: S. Cusolito

Absent: Chair: S. Cline

### **NEW BUSINESS**

**Director's Report/Consent Agenda:** A motion was made by T. Vitvitsky, seconded by J. Cowan, and unanimously voted, to approve the Director's Report/Consent Agenda as presented.

The Consent Agenda included the following resolutions:

- Approve the minutes of the March 8, 2022 Regular Session
- Approve, without release, the minutes of the March 8, 2022 Executive Session
- Approve the checks written in March 2022

**ED Contract:** A motion was made by J. Cowan, seconded by A. Lepak, and unanimously voted, under duress, to sign the contract of employment between Executive Director Sheila M. Cusolito and the Sudbury Housing Authority and the contract cover sheet for a term of three years, commencing retroactive to April 1, 2022 at an annual base operating salary and staff hours held by DHCD directive at \$62,505 and 26 hours/week; and to authorize carryover of an additional one year of vacation; and to authorize S. Cline, Chairperson, to draft a letter addressed to the Department of Housing and Community Development to accompany the contract, to express opposition to its signing, given the Sudbury Housing Authority's fundamental disagreement with the DHCD's interpretations of its authority regarding the ED contract.

The DHCD notified the SHA that it will not approve the ED contract until the ED salary is reduced to the approvable limit.

**FYE23 Budget Proposal:** A motion was made by J. Cowan, seconded by T. Vitvitsky, and unanimously voted, to approve the proposed FYE23 operating budget for state-aided housing, as presented.

The initially submitted FYE23 budget was rejected by the DHCD because the ED salary exceeded the approvable limit. In addition to this adjustment, a \$1,500 exemption was added for high-speed scanning equipment.

**Capital Project Administration Fees:** A motion was made by T. Vitvitsky, seconded by J. Cowan, and unanimously voted, to approve year-to-date payments of capital project administration fees to Sheila Cusolito as follows, or as determined by the Department of Housing and Community Development: FISH 288064 \$1,756.79; FISH 288068 \$462.32; FISH 288069 \$3,675.41.

**Public Housing Administration Notices:** S. Cusolito provided a link to those Notices published since the March 8, 2022 Regular Session.

**Liaison Reports:** Commissioners discussed the development vision for 67-73 Nobscot in anticipation of an upcoming joint meeting with the SHT. S. Swanger noted that he expects a draft contract and scope of services that can also be discussed at the joint meeting. Questions remain about how the development would be split with the Trust, but generally favored is duplex housing for small families, including one-bedroom units. S. Cusolito noted that family households currently have less than one child per unit. The SHA's inventory does not allow for transfers of over-housed households, which means longer waits for families requiring multi-bedroom units. The CHAMP waitlist for the 16 units of state housing numbers close to 5,000, a number that likely exaggerates the need. Units ranging in size from one to three bedrooms was discussed, but it somewhat depends on what development is possible on the SHA's sites under study.

A. Lepak commented that the maximum number of units seems to be 12, given environmental considerations. As well, there is still some question about development possibilities for the upper portion of the property. S. Swanger recommended focusing on what size units would add value to the SHA's portfolio before setting a limit on the size of SHA's portion of the development. J. Cowan recommended considering all parcels under study collectively. A. Lepak stated that she has based her thoughts on developing only non age-restricted housing. It was noted that Frost Farm, which is private housing, is a 55+ community. S. Cusolito noted the need to better understand fair housing requirements as they relate to age restrictions, particularly for the one-bedroom units under consideration at Frost Farm.

A meeting will be scheduled for 4:00 pm, Tuesday April 19 to undertake a comprehensive development discussion.

## **OPEN FORUM**

No comments.

## **UNFINISHED BUSINESS**

**SHA Feasibility Study:** S. Cusolito reported on the ultimate refusal of Hancock's excavation contractor to restore the yards to pre-soil testing conditions by removing large rocks and installing seed and loam. Hancock then reneged on its initial offer to absorb the restoration costs, expected to run in the \$3,600 range, but has agreed to provide the SHA a \$1,500 credit toward this cost.

Commissioner J. Cowan left the meeting. The time was 8:00 p.m.

## **MEMBERS' FORUM**

T. Vitvitsky reported attending a meeting of Village residents on Saturday, at which officers for the Local Tenants' Organization (LTO) were nominated. Candidates for all positions were unopposed. The election is scheduled for April 20. Commissioner Vitvitsky clarified her role on the SHA Board.

S. Cusolito watched the March 24 Select Board ARPA listening session, which was scheduled, in part, to augment other mechanisms, such as the memo drafted by Commissioners Lepak and Swanger, to communicate funding requests and justifications. She characterized the presentations as impressive for the level of detail outlined in the proposals.

**ADJOURN**

A motion was made by T. Vitvitsky, seconded by A. Lepak, and unanimously voted, to adjourn the April 12, 2022 Regular Session and adjourn to Executive Session to discuss a litigation and potential litigation, for to do so in open session would compromise the position of the Housing Authority, not to return to open session. The time was 8:12 p.m.

Yes: A. Lepak

Yes: S. Swanger

Yes: T. Vitvitsky