

SUDBURY HOUSING AUTHORITY

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MINUTES OF THE REGULAR MEETING

September 13, 2022

The SHA met in open session at 7:10 p.m. Those present: Chair: S. Swanger; Treasurer: J. Cowan; Assistant Treasurer: A. Lepak; Executive Director: S. Cusolito

Absent: Vice Chair: T. Vitvitsky; Member: S. Cline

DIRECTOR'S REPORT/CONSENT AGENDA

A motion was made by A. Lepak, 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 May 10, 2022 Regular Session
- Approve without release the minutes of the May 10, 2022 Executive Session
- Approve the minutes of the June 14, 2022 Regular Session
- Approve without the release the minutes of the June 14, 2022 Executive Session
- Approve the checks written in August 2022

NEW BUSINESS

Contract for Financial Assistance, FISH 288075, Fairbank Circle Septic Replacement: A motion was made by J. Cowan, seconded by A. Lepak, and unanimously voted, to approve Amendment 17 of the Contract for Financial Assistance 5001 for FISH 288075, Fairbank Circle Septic Replacement, in the amount of \$287,375 and authorize S. Swanger to sign on behalf of the Housing Authority.

Sudbury Diversity, Equity and Inclusion Commission Invitation: SHA received outreach from Stephanie Oliver, a member of the DEI Commission. The Commission is undertaking outreach to Town boards and commissions. SHA Commissioners asked that an invitation be extended to its October 11, 2022 Regular Session.

FY24 CPA Funding Round: The SHT plans to submit a request for \$750,000 for various purposes, including the 67-73 Nobscot Road project, mortgage rental assistance, and home preservation. Commissioners discussed allocating some previously awarded funds to its two current feasibility projects. Expenses to date have been covered by the Sudbury Foundation Grant and SHA reserves. The SHA will not submit a request for CPA funding this year.

Liaison Reports: **SHT:** The SHT is allocating \$75K in ARPA funding to its deferred maintenance program, which targets households in the low- to middle-income range. The funding limit will increase from \$5K to \$7.5K. Program funding has historically been covered by lottery fees.

The SHT is recommending that the Select Board not exercise its Right of First Refusal on 4 Longfellow Road. The property requires at least \$75K in repairs. The Trust plans to cover approximately \$30K toward the needed work. At this time, the Trust is also recommending against the Select Board exercising its Right of First Refusal on the Brimstone Lane property, as there is insufficient information at this time to do so.

K. Pops is resigning from the SHT, as he is relocating.

OPEN FORUM

No comments.

UNFINISHED BUSINESS

FYE23 Q1 Tenants Accounts Receivable (TAR): The Q1 TAR was presented.

Legal Services Contract: A motion was made by A. Lepak, seconded by J. Cowan, and unanimously voted, to approve the contracts between the Sudbury Housing Authority and Manette Donovan, Esq., for the preparation of the following DHCD-required Plans: Reasonable Accommodation/Modification, Fair Housing Marketing, and Language Access, each contract in the amount of \$2,250, and to authorize S. Cusolito to sign on behalf of the Housing Authority.

The Plans must be approved by the SHA Board by the end of FYE23 as part of the Performance Management Review.

SHA Feasibility: S. Cusolito provided CHA with access to documents in BidDocs, sent other requested documents, largely related to Frost Farm, via email, and an update on the vacancy design-phase work at 21 Great Lake, also via email. Executed contracts for both SHA's feasibility work and that on Nobscot have not been received. CHA provided a task timeline for the next two months. SHA will request that Frost Farm be listed in addition to Great Lake as a priority, as discussed in July.

67-73 Nobscot Road Feasibility Update: SHA received an update from CHA today. It overlaps with some of the Beals & Thomas findings related to the protected habitats; however, it seems to highlight more definitively the overlap between the Beals & Thomas buildable area and the rare/endangered species habitats. CHA provided a graphic that shows the low percentage, approximately 3%, of projects that have been approved by the state when such habitats will be disturbed. It may be that Beals & Thomas focused on the fact that some of the site has already been disturbed by the existing development. CHA plans a meeting with Beals & Thomas to come to a better understanding. A secondary consideration if a development project proves untenable is the possible reduction or reallocation of the anticipated CPA funding request from the Trust, which includes an allocation for the Nobscot project.

MEMBERS' FORUM

SHA received an invitation from the Town to participate in the September 17 Fall Fest sponsored by Park & Rec; however, there is insufficient time to prepare appropriate materials for an information table. Commissioners discussed the need for such materials related to community outreach for anticipated development efforts.

S. Cusolito mentioned she will meet with RSC L. Abraham to discuss the NOFA to apply for continued RSC funding.

ADJOURN

A motion was made by A. Lepak, seconded by J. Cowan, and unanimously voted, to adjourn the September 13, 2022 Regular Session and move to Executive Session for the purpose of discussing litigation, for to do so in open session might compromise the position of the Housing Authority. The time was 8:20 p.m.

Yes: J. Cowan

Yes: A. Lepak

Yes: S. Swanger