

SUDBURY HOUSING AUTHORITY

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SHEILA M. CUSOLITO
Executive Director

MINUTES OF THE REGULAR MEETING

December 13, 2022

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

DIRECTOR'S REPORT/CONSENT AGENDA

A motion was made by S. Cline, seconded by T. Vitvitsky, 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 September 13, 2022 Regular Session
- Approve without release the minutes of the September 13, 2022 Executive Session
- Approve the minutes of the October 11, 2022 Regular Session
- Approve the minutes of the November 18, 2022 Regular Session
- Approve the checks written in November 2022

The October 2022 Financial Report was reviewed with the FYE23 Q2 TAR.

NEW BUSINESS

FYE24 Annual Plan Public Hearing: The Annual Plan public hearing was attended by several residents of Musketahquid Village, including the LTO leadership. Their comments on maintenance and capital project recommendations will be summarized as part of the Annual Plan submission and may be viewed at <https://tinyurl.com/LHA-MA-AnnualPlan>. Comments were received from the following residents: C. Shelton; D. Alkins; M. Waldman; W. Garcia; B. Erickson.

A motion was made by S. Cline, seconded by J. Cowan, and unanimously voted, to approve the FYE24 Annual Plan as presented.

The SHA's capital spending profile does not allow for additional projects at this time.

SHALIP Program Request for Rent Increase: A motion was made by S. Cline, seconded by A. Lepak, and unanimously voted, to submit a request to South Middlesex Opportunity Council (SMOC) to increase the monthly rent on the single three-bedroom unit to the 2022 allowable standard, not to exceed \$3,386 no utilities included.

The current rent is at the 2019 standard. Because SMOC administers the mobile voucher, it must approve the request, followed by the approval of both the Town and the DHCD. The increase only affects the subsidy; the tenant payment remains unchanged.

State-Aided Property, Boiler & Machinery and Crime Insurance Renewal: A motion was made by S. Cline, seconded by T. Vitvitsky, and unanimously voted, to approve the payment of \$16,320 for renewal property, boiler & machinery, and crime insurance coverage for the State public housing portfolio, 667 & 705.

Insurance is a DHCD-procured service. The cost represents a 15% increase over the prior year.

Liaison Reports: **SHT:** A. Lepak reported that the SHT is also interested in applying to the CHAPA Municipal Engagement program and that the Town of Acton's experience was very positive. The single-family affordable homeownership unit at 4 Longfellow Rd has been taken off the market. There was no discussion about sharing the Nobscot allocation, if voted, with the SHA. S. Cline reported on several options the CPC might consider—and has asked SHT to consider—for the allocation of funds to SHT, should its request be voted, given the Nobscot feasibility study has not concluded. The SHT favors holding the entire allocation if voted and hopes those funds can be put toward additional units if Nobscot development is not feasible. The SHA may request funds from the SHT.

At its December 8, 2022 meeting, S. Cusolito requested the SHT consider revising the eligibility criteria for its Emergency Rental Assistance Program (ERAP) because it excludes some residents of subsidized housing, in particular, families, correcting the information she had sent to the some members of the Trust and RHSO on December 2. State public housing family residents pay 27% of net income and may earn up to 80% of AMI. To be eligible for ERAP funds, residents must pay more than 27% of *gross* income or earn below 30% of AMI. L. Rust, of the RHSO, recommends against changing eligibility criteria mid-stream. The SHT will discuss the program criteria at a meeting on January 4. The hope is that the SHA will be included in this or subsequent discussions of such programs. It also plans to request that the Select Board vote to reallocate \$75K in unused emergency mortgage assistance to the rental assistance program.

CPC: S. Cline reported the CPC will begin its deliberations at its first meeting in January. Thirteen applications were received.

OPEN FORUM

No comments.

Musketahquid Village Tenant Organization Revised Budget and Revised Memorandum of Agreement (MOA): A motion was made by S. Cline, seconded by A. Lepak, and unanimously voted, to approve the FYE23 revised budget and the revised MOA between the Sudbury Housing Authority and the Musketahquid Village Tenant Organization, both as presented, and to authorize S. Cusolito to sign the MOA on behalf of the Housing Authority.

Additional revisions to the budget and MOA over those discussed by the Board at its November 18, 2022 Regular Session were previously agreed to by both the MVTO and the SHA Executive Director.

CHAPA Municipal Engagement Lite: At its December 8, 2022 meeting, S. Cusolito commented that she is in favor of partnering with the Town on an application to the program.

UNFINISHED BUSINESS

SHA Feasibility: S. Cusolito previously circulated CHA's formalized report on 21 Great Lake, highlights of which were shared and discussed at the November 18, 2022 Regular Session. The CHA is still reviewing materials related to Frost Farm, which the SHA had communicated it also wishes to prioritize. The CHA has plans to request a meeting with the DHCD concerning Great Lake options. A draft application for funding through one of the development/repositioning NOFAs published by the DHCD is expected to be delivered to the SHA Board by March, ahead of the June deadline.

Commissioners were concerned with the costs associated with the Great Lake redevelopment pro forma, including the cost per SF, and its heavy emphasis on CPA funds. They asked for a more detailed pro forma, including more information on modular construction costs, demolition costs, and if razing the structure now is a possibility. SHA is concerned that the projected costs to renovate Great Lake to house an applicant while a more comprehensive development plan is prepared will make for a more difficult decision on redevelopment. Commissioners wondered if this site should be removed from redevelopment consideration,

leaving only three 705 sites under consideration. Commissioners also requested that its interest in prioritizing Frost Farm be reiterated to CHA.

Beechwood Ave: SHA received a communication from an abutter inquiring if it would consider selling a portion of the property that borders Willis Lake. Commissioner concurred that there is no interest in selling property at this time.

67-73 Nobscot Road Feasibility Update: A motion was made by S. Cline, seconded by T. Vitvitsky, and unanimously voted, to approve an additional allocation of \$1,500 for additional work of Beals & Thomas.

Beals & Thomas is working with CHA and has also provided additional mapping detail. The cost proposal is for \$3,000, with the SHT and SHA anticipated to split it equally. The Trust approved its allocation at its December 8, 2022 meeting.

Cambridge Housing Authority is slated to handle the Nobcot environmental pre-filing to the NHESP, with a possibility that the firm working with the Boy Scouts on another portion of the property would handle the formal filing.

Commissioners are interested in knowing if the offer to purchase by an interested party has gone any further.

MEMBERS' FORUM

S. Cusolito noted she reserved a block of tickets for residents to attend her recent community chorus concert at no cost and that a number of residents attended. All expressed how much they enjoyed the show and were very appreciative of the ticket donation.

S. Cline commented on the very positive tone of this evening's public hearing. S. Cusolito responded that the administration and LTO are working and learning very well in collaboration.

Commissioner J. Cowan announced that she will step off the SHA Board at the end of her term this year.

ADJOURN

A motion was made by S. Cline, seconded by T. Vitvitsky, and unanimously voted, to adjourn the December 13, 2022 Regular Session. The time was 9:15 p.m.

Yes: S. Cline

Yes: J. Cowan

Yes: A. Lepak

Yes: S. Swanger

Yes: T. Vitvitsky