

SUDBURY HOUSING AUTHORITY

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MINUTES OF THE SPECIAL MEETING

July 17, 2024

The SHA met in open session at 1:00 p.m. Those present: Chair: A. Lepak; Vice Chair: S. Cline; Treasurer: Swanger; Assistant Treasurer: F. Riepe; Member: T. Vitvitsky; Executive Director: S. Cusolito

Also present: Susan Taricani, 7 Beechwood Ave; Jim Kelly, 19 Oakwood Ave; David Merrill, 14 Basswood Ave

MINUTES

A motion was made by S. Cline, seconded by S. Swanger, and unanimously voted, to approve the minutes of the October 24, 2023 Special Session.

FINANCIALS

The May 2024 financial report as updated to reflect the fiscal year across all programs was presented. The PMR Adjusted Net Income table was highlighted to outline the key considerations.

NEW BUSINESS

Formula Funding Administrative Fees: A motion was made by S. Cline, seconded by F. Riepe, and unanimously voted, to approve payment of capital project administration fees to Sheila Cusolito in the amount of \$1,350.02 for FISH 288071; \$528 for FISH 288079; \$1,033.72 for FISH 288080; and \$146.58 for FISH 288081; or as determined by the Executive Office of Housing and Livable Communities.

Liaison Reports: No reports.

OPEN FORUM

No comments.

UNFINISHED BUSINESS

Board Member Training Update: S. Cusolito distributed the instructions for logging into the new training system.

State Appointee Update: S. Cusolito has made several inquiries to the Governor's Office of Boards & Commissions. State Appointee A. Lepak's term expires this month, but the reappointment has not been finalized..

Capital Projects Update: FISH 288071, 667 Fire Alarm Upgrade: The advertisement was received today, to be published July 24. Bids will be due the third week in August. The Sudbury Fire Department

participated in creating the design specification. Both ARPA and Formula Funding have been applied, with the Board recently approving a set-aside of \$137,000 from operating reserves to close a funding gap.

FISH 288081, 667 Water Main Gate Valve Replacement: SHA is awaiting word on the bidding schedule for this project.

SHA Feasibility Study, 705 Redevelopment: A motion was made by S. Cline, seconded by F. Riepe, and unanimously voted, to pursue a direct engagement with Nolan Sheehan Patten LLP (NSP) for legal counsel connected with the Redevelopment of Single-Family Homes project.

SHA has been indirectly utilizing NSP through CHA, which has a contract with the firm. S. Cusolito met with both NSP and CHA to discuss the option of a direct engagement with NSP. The proposal is expected tomorrow and will be reviewed at the August 13, 2024 Regular Session.

Community Engagement Update: Commissioner Cline updated and added to a drafted “points to consider” document to provide responses to questions asked by members of the public regarding the Redevelopment of Single-Family Homes project. She noted that responses to questions arising at meetings do not represent a deliberated decision of the Board, but that she envisions the document and its revisions will be representative of the Board’s consensus and appropriate for sharing with Town boards and commissions as well. She’ll send the draft to Director of Planning and Community Development Adam Burney, and asked that Commissioners review and add to the content for review at the August 13, 2024 Regular Session.

S. Cusolito reported on the receipt late yesterday, of EOHLC’s approval of the Board-voted exit of the four single-family homes from the State 705 program. EOHLC also approved the applicant eligibility income limit of 50% of AMI, with an 80% income limit for continued occupancy. The current 80% income limit for a two-person household is \$104,200. It increases to \$117,250 for a three-person household

67-73 Nobscot Road Feasibility Close-out Summary: The close-out summary prepared by Commissioner Cline was presented.

DIRECTOR’S REPORT

RSC Report: The quarterly RSC report was presented.

705 Recertifications: The new rents must be delivered tomorrow.

FYE24 Capital Close-out: All requests for reimbursement of FYE24 capital expenses must be submitted by Friday.

Vacancies: One 667 vacancy is slated for Friday.

Evictions: No pending Notices.

Maintenance: Annual inspections are scheduled to begin with family units on July 23.

MEMBERS’ FORUM

Commissioner T. Vitvitsky relayed that several new residents have expressed how happy they are at the Village. S. Cusolito reported that the SHA and Village residents jointly hosted a party on July 6. She also reported on the quality power washing of the wood decks on the second-floor units. Many tenants expressed appreciation for the work and none expressed any negative comments.

ADJOURN

A motion was made by S. Cline, seconded by S. Swanger, and unanimously voted, to adjourn the July 17, 2024 Special Session. The time was 2:20 p.m.

Yes: S. Cline

Yes: A. Lepak

Yes: F. Riepe

Yes: S. Swanger

Yes: T. Vitvitsky