

SUDBURY HOUSING AUTHORITY

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MINUTES OF THE REGULAR MEETING

June 9, 2026

The SHA met in open session at 2:05 p.m. Those present: Chair: S. Swanger; Vice Chair: T. Vitvitsky (2:08 p.m.); Treasurer: A Lepak; Assistant Treasurer: F. Riepe; Member: S. Cline; Executive Director: S. Cusolito

PUBLIC COMMENTS

None.

MINUTES

A motion was made by S. Cline, seconded by F. Riepe, and unanimously voted, to approve the minutes of the March 11, 2026 Regular Session. T. Vitvitsky not present.

FINANCIALS

A motion was made by S. Cline, seconded by F. Riepe, and unanimously voted, to approve the checks written in May 2026, T. Vitvitsky not present.

NEW BUSINESS

Middlesex County FY27 Appropriation: A motion was made by S. Cline, seconded by A. Lepak, and unanimously voted, to authorize a payment of \$61,339 to Middlesex County Retirement System, representing the full amount of SHA's current annual obligation. T. Vitvitsky not present.

Board Member Election: A motion was made by S. Cline, seconded by T. Vitvitsky, and unanimously voted, to approve the slate as presented: Chair: T. Vitvitsky; Vice Chair: A. Lepak; Treasurer: F. Riepe; Assistant Treasurer: S. Cline; Member: S. Swanger.

Capital Projects Administration Fees: Tabled.

Public Housing Administration Notices: S. Cusolito provided a link to the published notices.

Subcommittee Reports: S. Cline reported that the housing roundtable is scheduled for 7:00 p.m. tonight at Goodnow Library.

Liaison Reports: SHT: A Lepak reported on the May 14, 2026 meeting, at which the SHT presented the protocol for purchase and sale of affordable homeownership units, with target costs for purchase and renovation of up to \$850,000. The Trust discussed its interest in the Sewataro house on Haynes Road and perhaps others on the property.

CPC: No report.

UNFINISHED BUSINESS

Board Member Updates: Commissioner Swanger announced he wishes to step down from the SHA Board and has identified an interested candidate to complete his term, which ends May 31, 2027. In addition to the SHA, the Select Board votes on the appointment.

FISH 288075, 705 Septic Replacement Update: A motion was made by S. Cline, seconded by S. Swanger, and unanimously voted, to approve an amended design engineering fee of \$38,300 for FISH 288075, 705-4 Septic Replacement

S. Cusolito previously reported on the anticipated fee amendment resulting from an oversight in the scope of work. She reported that she accompanied the engineer on a site visit and that if funding is available, the state might opt to expand component replacement beyond the leaching fields. She and the engineer discussed possible relocation sites for the leaching field on Old Meadow Rd that would allow for the possibility of future development on that parcel.

SHA Feasibility/705 Redevelopment Update: S. Cusolito reported that one response to SHA's RFP for project delivery services was received. The submission came in on time and met all the basic response requirements. Additionally, the response addressed all criteria Commissioners outlined at the March 11, 2026 Regular Session. The respondent, MassDwell, has affiliated entities that carry out both design and construction of modular units. S. Cusolito explained that the review process, including scoring the proposal, interviewing MassDwell, and checking references, must be completed prior to opening the price proposal. She suggested the Board could consider a vote to move forward, pending satisfactory results from completion of the review, and with the additional caveat that the contract is incomplete at this time. She stated that she has not seen a contract update, which was to include both the conveyance and construction components. S. Cusolito noted that the conveyance mechanism will likely differ from that envisioned when the Pine Lakes LLC was formed, because the approach to design and construction is now different from what was originally envisioned. She is unsure if the state will have to approve an alternative conveyance mechanism. Ms. Cusolito emphasized that negotiations will depend on receipt of the contract as part of that process. S. Cline expressed a strong desire to keep things moving along. She also offered to assist with reference checks on MassDwell. Chairman Swanger asked about Cambridge's position. S. Cusolito stated that because CHA needs to step away from this project following contract execution, the final step in the current MOA task order, she would like authorization to start searching for another development consultant. She stated that she is unsure of options, given the change in development approach. CHA has offered to assist with this and anticipates a six-week timeline. S. Cline asked why a development consultant would be necessary once the contract is signed and MassDwell begins constructing the units. Commissioner Riepe explained that MassDwell will need to prepare designs to present to Zoning and seek relevant permitting before modular construction is initiated. S. Cusolito expressed concern with moving forward without a development consultant, given the significant involvement of CHA to this point.

A motion was made by S. Cline, seconded by S. Swanger, and unanimously voted, to authorize proceeding with negotiations with MassDwell, the sole respondent to the RFP for project delivery services, Pine Lakes Infill Redevelopment, pending completion and receipt of satisfactory evaluation results, recognizing that the contract review and conveyance mechanism require further definition.

S. Cusolito reported that the One-Stop application recently initiated by CHA will not be pursued due to insufficient time to engage the Town to partner on its submission.

S. Cusolito also reported she will be following up on an initial query about availability of a mobile voucher for a family residing in one of the single-family homes. The family is unable to wait any longer for an accessible unit, a unit type that is part of the proposed redevelopment. There are otherwise no accessible units in SHA's state family portfolio.

DIRECTOR'S REPORT

Cash Receipts: The cash receipt report was presented.

FISH 288088, 705-4 Unit Entry Overhangs: S. Cusolito is reviewing the Work Order and will reiterate her request to return shed replacements to the scope.

FISH 288084, 667 Unit Entry Lever Door Handles & Keyed Locksets: A Work Order is under development.

New Duplex Loss: S. Cusolito reported that the units do not qualify for rent while not habitable, but that she can apply to the insurer for some rent. She has not yet received a quote for the restoration work.

Vacancies: Two vacancies were filled at the Village, one by transfer from a second-floor unit. Screening is underway for one of the Village accessible units. An applicant for the Ford Rd unit was referred to SMOC.

Maintenance: A crew from the Billerica House of Corrections carried out selective exterior painting at the Village, including the façade of the Community Building.

MEMBERS' FORUM

No comments.

ADJOURN

A motion was made by S. Swanger, seconded by A. Lepak, and unanimously voted, to adjourn the June 9, 2026 Regular Meeting. The time was 2:52 p.m.

Yes: S. Cline

Yes: A. Lepak

Yes: F. Riepe

Yes: S. Swanger

Yes: T. Vitvitsky