

SUDBURY HOUSING AUTHORITY

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MINUTES OF THE REGULAR MEETING

August 11, 2026

The SHA met in open session at 7:08 p.m. Those present: Vice Chair: A. Lepak; Treasurer: F. Riepe; Assistant Treasurer: S. Cline; Member: C. Howe; Executive Director: S. Cusolito

Those absent: Chair: T. Vivitsky

PUBLIC COMMENTS

No comments.

MINUTES

A motion was made by S. Cline, seconded by F. Riepe, and unanimously voted, to approve the minutes of the May 12, 2026 Regular Session. C. Howe abstained.

FINANCIALS

A motion was made by S. Cline, seconded by C. Howe, and unanimously voted, to approve the checks written in July 2026,

NEW BUSINESS

Contract for Financial Assistance, Authorized Signatories: A motion was made by S. Cline, seconded by F. Riepe, and unanimously voted, to remove S. Swanger and approve T. Vitvitsky as authorized signatories for the Contractor Authorized Signatory Listing (CASL).

5001 Contract for Financial Assistance, Amendment #21: A motion was made by S. Cline, seconded by C. Howe, and unanimously voted, to approve Amendment #21 of CFA 5001 between the Sudbury Housing Authority and the Commonwealth of Massachusetts in the amount of \$159,683.51, representing the FY29 Formula Funding allocation, and to authorize T. Vitvitsky to sign on behalf of the Housing Authority.

FYE27 Q1 Financial Report: not available.

FISH 288075, 705-4 Septic Replacement Contract, Fee Amendment: A motion was made by F. Riepe, seconded by C. Howe, and unanimously voted, to approve the proposal and fee of \$17,500 for additional services #2 submitted by Allen & Major Associates, Inc. for FISH 288075, 705-4 Septic Replacement.

FYE26 Performance Management Review Desk Audit: EOHLC will be on site for this month for the second portion of the PMR, focused on physical conditions of the properties and work order metrics. The desk audit findings are directly related to staff capacity that has since increased.

Liberty Ledge/Sewataro: S. Cusolito noted that SHA has not discussed or taken a position on the Liberty Ledge/Sewataro property, outside having T. Vitvitsky state SHA's general interest in creating additional housing opportunities to the Liberty Ledge/Sewataro Advisory Committee at its June 18, 2026 meeting. Commissioners Vitvitsky and Lepak both attended a walking tour of the property. In response to an email query from the Town Manager's office about 213 Haynes Road and 4 Liberty Ledge, Commissioner Lepak noted that 213 Haynes Road is the only housing unit that is situated outside of the camp site. There is also another parcel with frontage along Haynes Rd. She stated that the 213 Haynes Road house needs work and that the lot has the potential for an ADU. Ms. Lepak further noted that there are some vacant lots bordering Greystone and Julian's Way that are not used by the camp. She characterized 4 Liberty Ledge and the other structures as being part of the camp. With that, she opined that use of these sites for housing depends on other uses envisioned for the property overall. Commissioners concurred that if the camp continues to operate, the interior properties are not suitable for housing and in any event, mixed used would be favored over wholesale housing development. C. Howe stated an interest in partnering with the Trust on housing uses for the property.

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

Subcommittee Reports: No reports.

Liaison Reports: No reports.

UNFINISHED BUSINESS

SHA Feasibility/705 Redevelopment Update: S. Cusolito reported on receipt late today of information from NSP regarding the current thinking around contracts for ownership/conveyance and construction. NSP plans to prepare a high level overview memo to be discussed by all parties later in the month. Commissioners Riepe and Cline expressed dismay at the delays in the process. S. Cusolito responded that the legal team is invested in protecting the Housing Authority's interests, having identified some sticking points with the conveyance and other considerations for the contracts.

DIRECTOR'S REPORT

Cash Receipts: The cash receipt report was presented.

Mandatory Data Reporting: S. Cusolito noted this annual census data collection now pulls from the SHA's cloud-based data system, with a shortcoming that it doesn't distinguish between state and mixed-finance units or the double ledgers for the project-based units.

Sudbury Weekly: S. Cusolito circulated last week's edition, which featured state level changes that will affect housing development, including that currently proposed by SHA.

Public Records Requests: A request for records related to employee positions and compensation was received. SHA does not have records responsive to the request and followed with a query on modifying it to fit available reports, with no response received to date. The State granted a request for an extension of time to respond to the previously reported records request of MassDwell communications, which was expanded in scope since initial receipt. S. Cusolito cited her scheduled leave and inability to complete the request prior to its start.

Vacancies: A contract was signed to replace the shower surround in the vacant accessible unit at the Village that already has an accepted offer. The family at 2 Beechwood vacated at the end of July.

Evictions: Actions issued against two households.

Maintenance: Heavy rain has highlighted some of the compromises to the Village structures, including those related shallow concrete-enclosed planting areas around some buildings.

MEMBERS' FORUM

No comments.

ADJOURN

A motion was made by S. Cline, seconded by C. Howe, and unanimously voted, to adjourn the August 11, 2026 Regular Session. The time was 8:00 p.m.

Yes: S. Cline

Yes: C. Howe

Yes: A. Lepak

Yes: F. Riepe