

MINUTES OF THE REGULAR MEETING

June 20, 2006

The SHA met in open session at 55 Hudson Road, Sudbury, at 7:30 p.m. Those present were: Chairman: Stephen Shugrue; Asst. Treasurer: Elizabeth Rust; Member: Steven Swanger; Executive Director: Jo-Ann Howe; Board Applicants: Sheila Cusolito, Judy Deutsch, Radha Gargeya, and Lydia Pastuszek; Community Housing Committee Chair: Amy Lepak..

1. MINUTES: A motion to approve the minutes of April 3, 2006 was made by S. Swanger, seconded by S. Shugrue, and unanimously approved.

2. CHECKS: A motion to approve the checks written during May was made by S. Shugrue, seconded by E. Rust, and unanimously approved.

UNFINISHED BUSINESS:

Board Vacancies: The four candidates listed among attendees above were interviewed to fill the vacant position left by Kelley Cronin, and the soon-to-be vacated state-appointee position now held by Beth Rust. S. Shugrue announced that he too, will be leaving within a few months when he moves from town. A fifth candidate, Sherrill Cline, will be interviewed on 5/18. Explanation of the roles of the SHA and CHC were made, and questions from candidates were answered.

Condo Funding: April's Annual Town Meeting unanimously supported the SHA's proposal to use \$360,000 in Community Preservation Funds to purchase up to four condos at \$90,000/unit for subsequent rental. The units will be built under Chapter 40B and sold at affordable prices. MHP recommended that we pursue additional funding from the town if we use the Section 8 program or alternatively, that we contact DHCD regarding the possible use of 705 funding. K. Kang suggested that we invite our 3 state reps. to meet with us to ask how they might be helpful to us in this and other areas.

CHC Committee: E. Rust and J. Howe attended a meeting on May 11th that included representatives of the CHC, Selectmen, Planning Board, ZBA and SHA, to discuss the Chapter 40B Guidelines as developed by the CHC. A subcommittee will be formed to revise the proposed Guidelines so that they will be useful to the ZBA without making it vulnerable to developer appeals to the State Housing Court.

3. Septic Pumps Replacement (DCHD Project 488011): A motion was made by E. Rust, seconded by S. Swanger, and unanimously approved to select Bay State Piping and Contracting, Inc. 467 Wareham Street, Middleboro, MA 02346, the lowest eligible and responsible bidder, as contractor for Emergency Septic Repairs – Replacement of Pump Station #1, State-Aided Project #288011, for a cost of \$87,500,

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and to authorize Jo-Ann Howe, Executive Director, to sign contract documents for said project." Other bids received were: \$107,346, \$124,800 and \$163,900.

4 & 5. Landham Septic Project: Due to the very high cost estimated by Graves Engineering for construction of a new septic system that will serve both the existing 3 bedroom house and a proposed 4 bedroom duplex, it was decided to replace the existing system with one that will serve only the existing 3 bedroom house and which can be expanded at a later date when a duplex is built on adjacent land. A motion was made by E. Rust, seconded by S. Swanger and unanimously approved to request that Graves

Engineering submit a design for a 3-bedroom system. An additional motion was made by E. Rust, seconded by K. Kang, and unanimously approved to request authorization from DHCD to borrow money from our own operating reserves to be used only to pay for the installation of a new septic system at 10 Landham Road, which is run under the SHALP (SHA Local Program). Re-payment of the money borrowed will be made from rents collected under the SHALP program and will include interest in the amount that would have been earned had the money remained invested at MMDT. The total amount borrowed will be \$18,000 less than the amount bid by the lowest acceptable bidder (because we have \$18,000 in the SHALP account that can be used toward this purpose), and will be paid back within a seven year period." DHCD has already indicated that it will approve this request.

NEW BUSINESS:

6. Annual Elections: After some discussion, a motion was made by E. Rust, seconded by S. Swanger, and unanimously passed to elect the following officers: Chairman: S. Swanger; Vice Chair: E. Rust; Treasurer: K. Kang; and Member: S. Shugrue.

7. Executive Director Contract Renewal: A motion was made by S. Swanger, seconded by E. Rust, and unanimously approved to renew the contract with Executive Director Jo-Ann Howe for a five year period beginning June 4, 2006.

8. Year-End Statement: A motion was made by E. Rust, seconded by K. Kang, and unanimously approved to accept the Year-End Operating Statement as provided by Howard Gordon, SHA fee accountant.

Signature Cards: Signature authorization information was updated and K. Kang's was added for check-signing purposes.

DIRECTOR'S REPORT:

Vacancy: The resident of 14C has moved to the Cape to be near family, and the first person on the local list will move to that unit around June 1.

Conference & Vacation: J. Howe will be attending the Annual NAHRO Conference at Sea Crest from May 21-24 and taking the remainder of the week as vacation.

Maintenance: A report on maintenance activities was presented.

Minutes prepared by Jo-Ann Howe, Executive Director