

# **SUDBURY HOUSING AUTHORITY**

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## **MINUTES OF THE REGULAR MEETING**

April 8, 2025

The SHA met in open session at 7:00 p.m. Those present: Chair: A. Lepak; Vice Chair: S. Cline; Treasurer: S. Swanger; Assistant Treasurer: F. Riepe; Executive Director: S. Cusolito

Also present: Alicia Carillo, 68 Basswood Ave; Anne Garcia-Meitin, 41 Willis Lake Drive; Matt Allen, 16 Oakwood Ave; Kelly Durning, 47 Easy Street; Lisa Kouchakdjian, Select Board

Absent: Member: T. Vitvitsky

### **MINUTES**

A motion was made by S. Cline, seconded by S. Swanger, and unanimously voted, to approve the minutes of the February 11, 2025 Regular Session.

A motion was made by S. Cline, seconded by A. Lepak, and unanimously voted, to approve the minutes of the February 24, 2025 Joint Meeting with the Sudbury Housing Trust as amended.

A motion was made by S. Cline, seconded by S. Swanger, and unanimously voted, to approve the minutes of the March 5, 2025 Special Session as amended.

### **FINANCIALS**

A motion was made by S. Cline, seconded by S. Swanger, and unanimously voted, to approve the checks written in March 2025.

### **NEW BUSINESS**

**OPEB 2025/2026 Report:** Fee accountant J. Milne previously stated that she is not aware of any housing authorities that pay into a trust and does not recommend SHA do so.

**Annual Town Meeting Discussion:** S. Cusolito commented that she will help prepare materials for Town Meeting, but wondered who will present. The SHA would target a draft presentation for the joint meeting with the Housing Trust, scheduled for April 23. The concept phase of design work is nearing completion. When completed, ZeroEnergy Design will request that SHA narrow the options from three to two.

Commissioners expressed concern about the timeline for receipt of designs. S. Cusolito noted that ZeroEnergy has been working toward the same delivery date it originally proposed to meet the Board's specification for a design to present at Town Meeting. She recommended Commissioners schedule a second meeting to review the plans, particularly for those unable to attend the April 23 joint meeting. Commissioners asked that ZeroEnergy meet with the Board to go over the plans so that a decision on presenting at Town Meeting can be made.

**Public Housing Administration Notices:** S. Cusolito provided a link to the published notices. There were no new Notices issued since the March 11, 2025 Regular Session.

**Liaison Reports:** SHT: S. Cusolito presented SHA's redevelopment proposal to the Trust. There were both good comments and questions, with several of the latter already addressed in the published FAQs.

CPC: S. Cline reported that at the CPC is holding a public meeting next Wednesday to outline the benefits of the program and gather public comment on projects of interest.

S. Cusolito interjected to introduce Kelly Durning, who started today as a volunteer at SHA. Ms. Durning grew up in Sudbury and is currently working with a nonprofit in Boston that supports student writing and literacy. She has a desire to be more involved with local government and is excited to learn more about tenant matters and the interface between the Town and SHA. She previously worked at Mission Hill Neighborhood Housing Services, so is broadly familiar with affordable housing considerations.

## **OPEN FORUM**

Alicia Carillo, 68 Basswood Ave, reiterated previously expressed opinions about SHA's redevelopment project and expressed surprise that the project continues to evolve as new information becomes available. She is frustrated that the Board is unresponsive to public comments at its meetings. Commissioner S. Cline expressed her frustration that members of the public are unwilling to wait until design work is further along before discounting the project. She also would like to be able to communicate with the public. S. Cusolito interjected that a public business meeting of a Board is not the appropriate forum for a dialog, with the Board risking violation of open meeting law.

## **UNFINISHED BUSINESS**

**SHA Feasibility/705 Redevelopment Update:** S. Cusolito noted that the update was largely covered under the Town Meeting discussion. She reported that the Select Board voted 3-2 against supporting SHA's CPA fund request, stating a concern for how facts have been misconstrued to fit an inaccurate narrative around the project.

## **DIRECTOR'S REPORT**

Cash Receipts: The cash receipt report was presented.

Quarterly RSC Report: The quarterly report was presented. S. Cusolito noted a more steady rhythm in efforts to get supports in place for residents.

Climate Ready Housing Program: Pre-applications are now being accepted for this decarbonization initiative. S. Cusolito noted the narrow timeline for submission that typifies such special initiative applications and makes it a challenge for a small LHA to respond.

ED Contract: The contract was returned for signatures on an updated template that reflects the change in name from DHCD to EOHLC.

Franklin Professional Associates: The staffing agency has initiated a search for one of the two open administrative positions.

FISH 288071, 667 Fire Alarm Upgrade: The Fire Department validated the system last week and it is now active. Demolition of the existing system is underway.

FISH 288081, 667 Water Main Gate Valve Replacement: The project engineer will perform a walk-through on Friday. S. Cusolito hopes to identify an excavation company to determine the extent of repair required to replace the flange on the pipe bringing water from the street.

FISH 288082, PHI 2024 Award: The redevelopment project is formally in the capital project system, with the PHI funds allocated.

Vacancies: One open 667 vacancy. A waiver was granted for 8 Oakwood. A New Duplex resident with a mediated court action gave 30-day notice. The unit will be marketed for an applicant requiring sensory accessibility.

Evictions: SHA will appear in Housing Court on April 22 for an ongoing New Duplex case involving unauthorized guests and property damage.

Maintenance: SHA's Facilities Management Specialist stopped in today and met with the new maintenance staff person. SHA has been able to catch up on open work orders.

## **MEMBERS' FORUM**

No comments

## **ADJOURN**

A motion was made by S. Cline, seconded by S. Swanger, and unanimously voted, to adjourn the April 8, 2025 Regular Session. The time was 7:44 p.m.

Yes: S. Cline

Yes: A. Lepak

Yes: F. Riepe

Yes: S. Swanger