

BLUE RIBBON HOUSING SITE SELECTION COMMITTEE

MINUTES OF MEETING: SEPTEMBER 11, 2003

Present: Joe Bausk; James Gardner (co-chair); Lydia Pastuszek (co-chair); Mark Ensign; Steve Shugrue; Rich Davison; Town Planner, Jody Kablack; and Sudbury Housing Authority Director, Jo-Ann Howe

At 7:30 the meeting was convened in the meeting room in the Sudbury Center Fire Station by co-chair Jim Gardner. Jim and co-chair Lydia Pastuszek jointly led the committee through the agenda.

1) Approval of the minutes from the September 3, 2003 meeting was deferred because all members had not received and reviewed them.

2) Status Reports:

- a) Update from the assessors: Jim reported receipt from the assessors of updated property information from the lists previously used from 2002. This included a net of five additional parcels. Jim will e-mail the current list to the committee within a day or so.
- b) Conservation Commission Review Status: Mark reported that while all parcels listed under the ConCom had been considered last year by ConCom staff, he would be reviewing all 90+ parcels with a minimum of a personal drive by. For each parcel, he will prepare a brief write up using a 1-4 rating (feasibility for building) and a brief statement of reasons for the rating.
- c) Tax Title: The list of tax title parcels would also be rated in a similar manner.

3) Public Outreach and Communication – The Committee wishes to keep the public informed as to its progress. The Committee voted unanimously to authorize Lydia to draft and, after review, send to the local press a release to help keep the public informed. It was noted that the list of committee members, meeting schedule and meeting minutes are and will be posted on the Town's web site. All meetings are public meetings.

4) Evaluation Criteria – In its charge to the Committee, the Selectmen provided a suggested list of criteria to use in evaluating the potential for each site. After discussion of each item, clarification and some additions, it was agreed that the revised list would be retyped and reordered for its future use. A revised copy will be attached to the minutes of this (or the next) meeting.

5) Task List and Assignments:

- By October 1, the total list will be reviewed by Jody Kablack, with input from other Town staff, to eliminate as many as possible of the obviously inappropriate parcels from the master list.
- Jody will send this list to Jim for distribution to the Committee prior to the next meeting.
- Jody and others who have them will bring copies of the assessors maps to the next meeting for use by the whole Committee in parcel review.

- Starting at the next meeting, the Committee can begin the process of specific parcel review.
 - It was tentatively decided to schedule November 19 as a date for a public meeting. Jody and Jo-Ann will see if the lower Town Hall can be available.
 - Lydia will e-mail the Committee with the meeting locations for the Committee's future meetings.
 - At several points during the meeting, the Committee discussed the fact that there are several lists of properties that in the long term (years not months) might include some potential sites for future Housing Authority housing. The kinds of properties that fall into these categories are: tax title, federal, state and Sudbury Water District owned land and land owned by non-profit organizations. Since these lists are virtually all properties that the Town of Sudbury does NOT own, by definition these would be long term possibilities. These parcels would require lengthy review with those in ownership, so they are not available for consideration by this Committee to meet its mandate for action and recommendation by this December. Because of this, the Committee concluded that its work at this time would focus on the large list of properties currently owned by the Town. Rich Davison agreed to write a preface for the "long term" section of this Committee's report that will deal with these categories.
- 6) Calendar of key dates - Maureen Valente has provided the following key dates:
- December 2 – Board of Selectmen Meeting – preliminary report due
 - December 19 – final report due
 - December 31 – Articles due for Town Meeting
- 7) Adjournment and next meeting – The committee voted unanimously to adjourn at 9:30. The next meeting will be October 1, 2003, at 7:30 PM at Fire Department Headquarters, 77 Hudson Road in the conference room.

Respectfully submitted - Rich Davison