

Community Preservation Committee
Minutes
Wednesday, May 2, 2007
Flynn Building – Silva Conference Room

Members Present: Chris Morely, Richard Bell, Sheila Stewart, Tara Reed, Jim Hill and Sherrill Cline

Not Present: John Drobinski, Mark Kablack and Alan Jefts

The meeting was called to order at 7:35 p.m.

HOUSING UPDATE – BETH RUST

Beth Rust, Community Housing Specialist gave the Committee a brief overview of her accomplishments over the past year. Beth's position is funded through the CPA. Ms. Rust distributed three forms: 1) list of accomplishments and goals, 2) Sudbury Affordable Housing Projections 3) Sudbury Community Housing Program Guide.

Beth discussed:

- 40B Guidelines that would go before the Selectmen on May 8th for final approval.
- Lottery monitoring agent and lottery application process. Beth explained the lottery application period begins June of 2007. Half the people who applied for the last lottery had Sudbury connections either as employees, former residents or children of residents. Through the process it was determined that units should consist of 25% 1-bedroom, 50% 2-bedrooms and 25% 3-bedrooms. The Committee suggested that a proactive approach to affordable housing be made by developing a large rental unit complex in order to alleviate the pressures of 40B development.
- In the process of buying down units in some of the developments.
- The Committee requested that Beth put photos of Sudbury developments with affordable units on the webpage.
- Beth explained that some of the considerations for affordable housing were: A Town auction for foreclosed properties being held on May 31st. The Water District may be donating land to the Housing Trust as well as the Tennessee Gas Company. Beth is also looking at other parcels in town as well as 2-Town owned properties. May consider using Habitat for Humanity for one of the sites. Johnson, Melone and Mahoney are also affordable housing possibilities.
- A buy down program that would consider purchasing houses that come up for sale on homes that would most likely be slated for tear down. The Committee favored the possibility of preventing tear downs.
- Some of the other areas Beth is working on are education services, updating the program guide on the website monthly, and the Sudbury Housing roundtable. Beth reviewed the goals and thanked the Committee for allowing her this opportunity.

MINUTES

March 21, 2007 and April 9, 2007

A motion was made by Tara Reed and seconded by Sherrill Cline to approve the minutes for March 21, 2007 and April 9, 2007 as written.

Vote 5/0/0 (Sheila Stewart not voting – not re-appointed to CPC by Finance Committee as of yet).

STATUS OF CPC RE-APPOINTMENTS

The Committee discussed the status of Committee re-appointments. James Hill – Historical Commission has been re-appointed to the Historical Commission but is now awaiting reappointment to the CPC by the Historical Commission. Park and Recreation will be meeting in mid-May to appoint a member to the CPC. Sheila Stewart hasn't been re-appointed to the Finance Committee as of yet and once re-appointed should be reappointed to the CPC. Sherrill Cline has been re-appointed to the CPC by the Sudbury Housing Authority.

MEMBER AT LARGE OPENING

2-applications were received for the Member at Large opening; Mary L. Addonizio and Eric Richard. Both will be invited to the next CPC meeting on May 16th for an interview at 7:30 and 8:00 pm.

ADMINISTRATION BUDGET

The Committee reviewed the administrative budget. Two vouchers were submitted for Committee approval. The Committee expressed concern for the voucher submitted for payment of an auditor hired to do a separate review of CPA accounts, and to help Barbara Chisholm, Town Accountant, familiarize herself with proper CPA accounting. Concerns expressed were: Can the consultant fee be paid with administrative funds? What was the outcome of the audit? The Committee requested that Ms. Burney draft a letter to the Treasurer/Accounting Department stating that in the future the CPC would like to be notified **before** the hiring of any consultants and would like the results of the audit. The Committee would like to hold off on approving the payment of \$720 for the consultant fee until the next meeting on May 16, 2007.

A motion was made by Tara Reed and seconded by Jim Hill to approve the transfer of funds from the Community Housing Reserves to the Sudbury Housing Trust in the amount of \$135,000.

Vote 5/0/0 (Sheila Stewart not voting – not re-appointed to CPC by Finance Committee as of yet).

DECLARATION FOR FUNDING RECOMMENDATION

Ms. Burney explained the “Declaration for Funding Agreement” that Mark Kablack drafted. The intent is to keep track of projects and make sure that the project sponsor and the CPC are in agreement and know what is expected of the funded project. A signature is not required by the project sponsor because it would become a grant agreement exceeding the CPC’s power of authority. According to Town Council the Town Manager is the only person who holds this authority. The Committee feels that this form is an important tool and would like to review the form and return with final comments at the next CPC meeting. The Committee suggested a cover letter be included for each form.

MISCELLANEOUS

No items discussed.

Meeting adjourned at 9:50 p.m.

NEXT MEETING

05/16/07 @ 7:30 pm
Flynn Building – Silva Conference Room – 2nd floor

Minutes submitted by Jennifer Burney