

Present: Richard Bell, Sherrill Cline, John Drobinski, Seamus O'Kelly,  
Christopher Morely (Chairman), and Sheila Stewart

Absent: Jim Hill, Georgette Heerwagen, Tara Reed

At 7:35 p.m., Chairman Morely called the meeting to order. He announced that the Parks and Recreation Department has appointed Georgette Heerwagen as a designee member of the CPC. He also noted that Ms. Heerwagen is unable to attend tonight's meeting due to personal obligations. He also reported that Jim Hill will be absent tonight due to a conflicting Historical Commission meeting.

The Chairman welcomed Director of Planning and Community Development Jody Kablack to the meeting to discuss several funding proposals. Ms. Kablack reported that Housing Specialist Beth Rust had hoped to also be present, but has conflicting work responsibilities this evening. Ms. Rust may join the meeting later in the evening.

#### **Project Submission Form - Land Acquisition of the Young Property**

Present: Director of Planning and Community Development Jody Kablack

The Committee was previously in receipt of a CPC Project Submission Form submitted by Town Manager Valente, on behalf of the Board of Selectmen, dated October 1, 2007, requesting FY09 funds in the amount of \$860,000, for purchase of approximately seven acres of land located at 804 Boston Post Road for the purposes of affordable housing, open space and passive recreation and all accompanying documents. The \$860,000 cost includes \$815,000 for purchase of the property, \$3,000 for closing costs and \$42,000 for pre-development costs.

Ms. Kablack explained that the proposal is requesting FY08 funds of \$860,000. She briefly reviewed that there have been multi-Town board and committee discussions regarding the acquisition of the property, and that the general consensus has been positive support for the purchase. Ms. Kablack reported that a Special Town Meeting has been scheduled for December 3, 2007, when the Town citizens will vote on this project. She also reported that the Finance Committee voted this week to support the acquisition, and that other Town boards will also officially vote on the purchase prior to the Special Town Meeting.

Ms. Kablack reported that the purchase price for only the land is non-negotiable, and set at \$815,000. However, she further stated that the proposal calls for an additional \$45,000 to cover closing costs and predevelopment feasibility surveys and studies. Ms. Kablack emphasized that through experiences, good and bad, the Town has determined that performing such feasibility work at the initial stage of a project helps to enhance the success of the development. She noted that feasibility studies will determine how many

units are feasible on the site, however it is anticipated that the property can accommodate 10-16 units.

A brief discussion ensued regarding anticipated complaints from abutters. Mr. Morely asked if a different plan could be prepared by the engineers before the Special Town Meeting, depicting the buildings more centrally located on the site, so as to minimize dissention from neighbors. Ms. Kablack responded that it is difficult to commit to a plan until more research and tests are completed to determine the conditions and suitability of the site. However, she further stated that at a minimum, a 40-foot screening buffer and additional planting will be required.

Ms. Cline asked how the funding requests should be allocated according to Community Preservation Act (CPA) funding categories. After a brief discussion, the consensus was to submit the proposal completely as a community housing project to the Town voters.

Several Committee members opined that they anticipate residents will want to know if there will be public access to the property for open space and recreational purposes. Mr. Morely suggested that options could be considered such as a Conservation Restriction on a portion of the property for public use. Ms. Kablack stated that public trails do exist in most developments. She suggested that perhaps, only pedestrian access might be encouraged versus increasing vehicular traffic and parking needs in the neighborhood.

Adam Miller asked if the condominiums will be rental or ownership properties. Ms. Kablack replied that the plan is for affordable home ownership units, which will require approximately a \$200,000 subsidy per unit from the Town. She further explained that no profit is made by the Town from the sale of the units.

**Project Submission Form - Sudbury Housing Trust Deed Restriction Purchase Program - Production of Affordable Housing Units**

Present: Director of Planning and Community Development Jody Kablack

The Committee discussed the submission received from the Sudbury Housing Trust dated October 1, 2007, requesting \$500,000 from CPA FY09 finds for the purpose of purchasing permanent, affordable restrictions on single or multiple-family units in Sudbury, for homeownership or rental, in accordance with affordability guidelines set forth by the Department of Housing and Community Development and other guidelines established by the Sudbury Housing Trust, to make units available to residents earning less than 100% of the Boston area median income.

Ms. Kablack briefly explained that this proposal continues the "buy-down" program started in 2005, but has not, to date, produced a home. She explained that funds have been previously committed for two units, and that these CPC funds have been held in reserve. The hope is to also pursue a third unit with less than a \$100,000 subsidy needed

from the Town. Housing Specialist Beth Rust has also been diligently working to designate a single-family home to be part of this program. It is believed that a single-family home could potentially be the most successful aspect of the program, requiring a subsidy from the Town in the \$100,000 to \$200,000 range. Ms. Rust has advertised a housing lottery and is creating a ready-buyer list.

Ms. Kablack stated that she is cognizant that the CPC will be considering multiple proposals this year, with the eventual prospect of committing significant dollars to the chosen programs. However, she hopes this proposal will be selected given that presently, it is a buyer's real estate market, and that the program can make a significant and positive impact on the community. She noted that, if possible, it would be ideal to fund this program every four years.

Ms. Kablack announced that there will be an Affordable Housing Roundtable at the Goodnow Library on October 22, 2007, to elicit and exchange ideas and suggestions for future housing-related Town projects. She encouraged CPC members to attend. She also reported that there will be a Housing Forum sponsored by the League of Women Voters on November 14, 2007. Mr. Morely will be a featured speaker, and Ms. Kablack plans to also attend. Again, she encouraged CPC members to attend and support the event.

Adam Miller asked what the 100% area median income guidelines are in Sudbury for affordable housing and also about re-qualification procedures for when and if a selected homeowner's income increases in later years. Ms. Kablack responded that for a family of four, the 100% income maximum would be approximately \$84,100, and the 80% cap would be about \$66,000. For a single homeowner the 80% cap would be approximately \$49,000. Ms. Kablack also replied that homeowners are only qualified once regarding income for affordable housing, however, upon selling the home, the owner's investment return will be proportionately diminished.

### **Project Submission Form - Sudbury Housing Trust Fund Allocation - Production of Affordable Housing Units**

Present: Director of Planning and Community Development Jody Kablack

The Committee discussed the submission received from the Sudbury Housing Trust (SHT) dated October 1, 2007, requesting \$250,000 for the FY09 10% Community Preservation Act housing allocation to be appropriated to the Sudbury Housing Trust for the purposes of preservation and creation of affordable housing in Sudbury for low and moderate-income households.

Ms. Kablack reported that the SHT fund is growing nicely, with the addition of interest income. She emphasized that having dedicated staff to work on these initiatives has been critical to the successes and progress achieved to date. Ms. Kablack briefly explained that the SHT meets monthly to review its budget and potential initiatives. She briefly

described two projects (one on Dutton Road and the other Washbrook), along with preliminary work for the Young property acquisition, which were completed by the Trust this year. Ms. Kablack and the Committee commended the work Ms. Rust has accomplished in only her first year as Sudbury's Housing Specialist. Mr. Morely noted that the CPC agreed to fund Ms. Rust's position for two years. Ms. Kablack further stated that she will return to a future meeting to discuss the funding options for Ms. Rust's position as part of CPC Administrative funds for her second year. She also stated that it is hoped that after two years, the SHT can cover the Housing Specialist position expense.

### **Project Submission Form - Town-wide Walkways**

Present: Director of Planning and Community Development Jody Kablack

The Committee discussed the submission received from the Planning and Community Development Department dated October 15, 2007, requesting \$200,000 from CPA FY09 funds for the purpose of engineering, designing and constructing priority walkways throughout the Town.

Ms. Kablack briefly reviewed the funding history from FY01 to present pursued by herself and Department of Public Works Director Bill Place. She reported that \$500,000 have been appropriated over the last seven years, and she enumerated some of the key Town walkways which were established with those funds. Ms. Kablack also displayed photographs of some recently completed walkways.

Ms. Kablack reported that last year, the Department of Planning and Community Development initiated a process to increase resident feedback and participation in the Town's walkway construction process. The new process was advertised on the Town's website, and a target mailing was completed. Residents were asked to gain support for the walkways (which must be designated on the Town's Walkway Report) by submitting petitions of at least 75% support from affected property owners. Five petitions were received and reviewed by the DPW Director, the Town's Safety Officer and Ms. Kablack last year, and two neighborhoods have already expressed interest this year. Mr. O'Kelly noted that he has seen signs in his neighborhood publicizing the petition process. The process has been very successful at diminishing neighborhood dissention, and encouraging abutters to grant easements to accommodate the required construction.

Ms. Kablack reported that she has submitted a Town budget capital request for walkways as well. She emphasized the worthiness of this program as it enhances public safety and the Town's aesthetics. However, she opined that compared to other more-pressing Town needs, this initiative is one that many times, necessarily, is not financially prioritized. Thus, she has also submitted the funding proposal to the CPC and hopes that one of the two sources (or perhaps jointly) can provide funding.

Ms. Kablack reported that the deadline for submission of CPC funding proposals is October 31, 2007, and she is still fielding inquiries regarding potential applications. She

stated that all submitted proposals will be posted on the Town's website. The Town Clerk's Office has been encouraged to submit a proposal for approximately \$3,000 for the purpose of storing archival information, but Ms. Kablack noted that this also could be considered as part of CPC Administrative Funds.

Ms. Kablack distributed to the Committee, for informational purposes, a Project Submission Form regarding the CSXT Rail Corridor Acquisition, which may be discussed at a later date.

### **CPC Future Public Hearing Schedule**

November 7, 2007 - Sudbury Housing Authority (SHA), Parks and Recreation Department regarding Mahoney Field Predevelopment, Town Hall Windows, and the Historical Commission

November 28, 2007 - Wayside Inn, Nobscot Land Acquisition, CPC Administrative Funds, and the CSXT Rail Corridor Acquisition

Chairman Morely clarified that each of these CPC public hearings will not be televised on Channel 8. The CPC public hearings will be held in the Silva Conference Room at the Flynn Building. He stated that one televised taping could be scheduled in the late 2008 winter or early spring, prior to the Annual Town Meeting, to present all of the chosen projects.

Sudbury Housing Specialist Beth Rust arrived to the meeting at 7:50 p.m., following a Town housing lottery information session she conducted. She reported that lottery applications will be accepted until November 16, 2007, and that ten potential applicants attended tonight's session. Ms. Rust briefly described the prequalification process used by Sudbury to ensure that the resultant lottery winner will be a qualified affordable homeowner.

Ms. Kablack announced that the Open Space Plan Open Forum will be held October 18, 2007, at the Goodnow Library. The goals and objectives of the Plan will be discussed, and a draft parcel list will be preened from its current content of 45 parcels.

The Board's next meeting will be November 7, 2007, at 7:30 p.m. in the Silva Conference Room at the Flynn Building.

On motion duly made and seconded, it was unanimously:

VOTED: To adjourn the meeting at 9:00 p.m.