

Present: Sherrill Cline, Christopher Morely (Chairman), Jim Hill,  
Lynne Remington, Richard Bell and Seamus O'Kelly

Absent: John Drobinski, Georgette Heerwagen and Sheila Stewart,

At 7:40 p.m., Chairman Morely called the meeting to order.

### **Committee Reorganization**

As required annually by the State of Massachusetts, the Committee re-appointed the following Committee member as follows:

On motion duly made and seconded, it was unanimously:

VOTED: To re-appoint Christopher Morely as Chairman of the Sudbury Community Preservation Committee.

Ms. Kablack asked if the Committee is inclined to nominate a Vice-Chairman. Mr. Hill suggested, and the Committee concurred, that an at-large member be nominated for the position.

On motion duly made and seconded, it was unanimously:

VOTED: To appoint Seamus O'Kelly as Vice-Chairman of the Sudbury Community Preservation Committee.

### **Minutes**

On motion duly made and seconded, it was

VOTED: To approve the minutes of April 1, 2009.

Mr. O'Kelly abstained from the vote.

### **Community Housing - Update**

Present: Sudbury Community Housing Specialist Beth Rust

Sudbury Community Housing Specialist Beth Rust was welcomed to the meeting to present the Committee a fiscal year 2009 update of housing-related accomplishments. The Board was previously in receipt of a summary of her report. Chairman Morely commended Ms. Rust on the thoroughness of the report, and the many accomplishments she has spearheaded in the three years she has worked for Sudbury. Ms. Rust emphasized her passion for the work, how much she is inspired by the projects, and,

especially how much she enjoys helping families move into homes. Ms. Kablack noted that the model for the Community Housing Specialist position has worked well, with a full-time staff person initiating and guiding numerous housing initiatives.

Ms. Rust reported that she continues to function as a lottery and monitoring agent for both Sudbury and surrounding towns, serving as an advocate for affordable homebuyers, qualifying applicants and maintaining waiting lists, monitoring and enforcing deed restrictions, and performing regional services as a lottery agent for surrounding communities. She highlighted a few of the following commitments she fulfilled: lottery agent for Wayland Gardens, the monitoring agent for 89 Oxbow (Wayland) and as the resale agent for Battle Road Farm in Lincoln.

Ms. Rust emphasized that a market for this work exists in the surrounding communities, and that three new opportunities were referred to her today. Ms. Kablack noted that the work performed by Ms. Rust in these capacities generates revenue for the Sudbury Housing Trust. In response to a few questions from the Committee, Ms. Rust provided examples of her fee schedule, noting how pricing is set, and she briefly described the responsibilities of a monitoring agent.

Ms. Remington stated she has received resident feedback regarding an unwillingness to support affordable housing projects because it will foster opportunities for too many people to occupy the homes. Ms. Rust responded that the Board of Health monitors overcrowding, and verifications are done to reconcile the occupants with those listed on the initial applications. Ms. Kablack stated that there has only been one Sudbury Housing Authority unit which was disruptive to the neighborhood, however the family was legitimately large, with eight members. Ms. Rust further stated that once the applicants own the home, it is their domicile. In addition, most of the affordable-housing units are one or two bedrooms and part of condominium associations, which would not permit an excessive number of occupants.

Ms. Rust briefly summarized the work of the Sudbury Housing Trust (SHT) in FY09. The Trust worked with Habitat for Humanity on the Dutton Road Project, and on a Regulatory Agreement to be used by Habitat on similar projects in the future. Ms. Rust has also been a member of the family selection committee, and chairs the family-partner committee. The project should be completed in September, however a small funding gap of approximately \$25,000 currently exists.

The SHT has also completed feasibility studies, an environmental review, purchase, demolition, conceptual design, and request for proposal disposition for the Maynard Road project. The selection process for a developer is also nearing completion. Ms. Rust announced she is also working with DHCD on a pilot program for workforce housing. This will allow units to be sold in the 100-120% area median income range and still be eligible to be counted towards the town's 10% affordable housing inventory.

In addition, Ms. Rust reported that the SHT received eleven applications for its Small Grant program, and awarded \$20,000 to nine applicants to use for health and safety repairs on their Sudbury homes.

The SHT also received a CHAPA grant for regional analysis of special-needs housing, which may assist the proposed work of the Woods Walk Sanctuary in Sudbury.

Ms. Rust stated that the six-year plan of the SHT includes the production of 18 housing units, at approximately \$152,000 per unit. Three years into its plan, Ms. Rust reported that the SHT is on track to meet this goal.

Ms. Rust summarized the work this year for the Home Preservation Program, noting three homes have been completed (two in this fiscal year), which has utilized fully the Community Preservation Act (CPA) funds earmarked for this program. Ms. Rust has worked on several issues related to these conversions of market-rate homes to affordable housing, including resident selection, compliance eligibility, closings, and contracting for repairs. She provided the Committee with a budget breakdown for these homes, including the sources of funding. Ms. Cline noted that the proposed 40B - Commons project, now known as The Residences, may not come to fruition. Ms. Rust confirmed that The Residences are pursuing other commercial re-leasing options.

Ms. Rust reported that the Community Housing Office continues its work maintaining the Town's subsidized housing inventory, which has increased from 3.91% to 4.73% in the past three years. She highlighted that, in the same timeframe, ten affordable homeownership opportunities were developed for families. Chairman Morely asked how the 4.73% compares to peer communities. Ms. Rust responded that, although more urban areas may be at, or have already exceeded, the 10% mark, for communities similar to Sudbury, the Town's rate is in the average range, and gave as an example, Wayland at currently 3.5%.

This past year, Ms. Rust assisted with the presentation of the Accessory Apartment Bylaw, gained support for housing initiatives from the Sudbury Public School Committee, worked with Longfellow Glen, as it transitions to new ownership and supported the community and region in many capacities.

Ms. Rust stated the Community Housing Office will also continue its work investigating site development opportunities, and will concentrate efforts this year on options for the Melone property. Ms. Kablack stated that the site has limited capacity, due to its proximity to water wells.

In closing, Ms. Rust reviewed the funding of her position, and thanked the Committee for its support of the position and its initiatives. The Committee expressed its satisfaction with all that Ms. Rust has helped to accomplish in the past three years, and thanked her for the presentation.

### **Community Preservation Act Project - Updates**

Ms. Kablack distributed to the Board copies of a listing compiled by Sally Hild of all "Community Preservation Act (CPA) Projects for the Town of Sudbury" from 2002 through June 2009 and an updated "CPA Analysis Brief," dated April 1, 2009. She also distributed copies of a listing of CPA current/active projects for review.

Mr. Hill briefly updated the Committee on the following Historic projects:

Revolutionary War Cemetery - the project is in its third phase of restoration of stones, which has gone out to bid.

Hosmer House - the structural steel has been installed to support the second floor - next steps will include the replication of antique beams. Mr. Hill encouraged everyone to visit the House on July 4th to observe the restoration progress.

Hearse House Relocation & Restoration - by July 4th, the siding and roof should be completed, which will be followed by work on the stone foundation and the design of doors. The project is planned for completion before winter arrives.

Historic Properties II - completed. Ms. Kablack stated a Town Meeting Article will be submitted for next year to return the balance of CPA funds left in this article.

Military Training Field - the CPA-contracted work has been completed. Similarly, any remaining balance of funds will be returned to CPA funds. Chairman Morely opined the area has been made far more enjoyable for the public.

Hosmer Painting Appraisal - digital photos have been taken of all paintings, and appraisals are underway for each painting.

Town Hall Windows - project is being overseen by Building Inspector Jim Kelly and bid documents are being developed. Chairman Morely asked if a solution has been found for the storm windows, and Mr. Hill responded not yet. It is hoped that the work on the Loring Parsonage windows will help guide the future direction of this project as well.

Historic Preservation Projects - attempting to hire the same consultants to do the Historic Properties III projects as assisted the Town previously, and the work on restoration of 18 gravestones at the new cemetery will soon go out to bid.

Loring Parsonage Exterior - the project is being overseen by Liz Radoski. Department of Public Works Director Bill Place installed drainage and cleared bushes. The exterior work should be completed in July and August. In response to a question from Ms. Cline,

Ms. Kablack explained that the remaining balance of CPA funds for the Loring Parsonage Exterior Restoration (project 2007-05) will be returned to then be available for the project passed at this year's Town Meeting.

Town Clerk Historic Documents - awaiting an update from Town Clerk Rosemary Harvell.

Ms. Kablack provided updates on the following projects:

Town Walkways - the process is moving along, with work on the Nobscot walkway from Route 20 to the Town line to commence this summer. In response to a question and concern noted by Mr. O'Kelly, Ms. Kablack responded that the Town is working to obtain easements for future work on Peakham Road. Other walkway locations under consideration are North Road, Dutton Road and Marlboro Road.

Mahoney and Melone Feasibility Studies - the reports have not been finalized, but the Town is working with the engineering firm to produce the final reports.

Bruce Freeman Rail Trail Title Search - Ms. Kablack stated the CPA funds balance will be held for a period of time.

Bruce Freeman Rail Trail Existing Conditions Base Map - \$25,000 will be used for the concept plan - remaining funds may be returned next year.

Bruce Freeman Rail Trail Wildlife Study - should be completed and fully expended soon.

Town Center - \$100,000 has not yet been spent, however, the Town has hired another traffic engineer to develop the concept and proceed to design construction plans.

Town Clerk Document Preservation (Project 2009-01) - is completed, and the remaining funds will be returned to CPA funds.

Stearn's Mill Dam - is completed, and the remaining funds will be returned to CPA funds. Chairman Morely opined the work was well done. Mr. Hill asked Ms. Kablack to consult with Sudbury Historical Commission Chair Lyn MacLean regarding the proposed plaque.

CSX - Ms. Kablack reported the Town continues with its negotiations, offering \$400,000 for the parcel. A minimal contamination issue remains to be resolved.

Nobscot Phase 1 - the Town closed on the purchase, and expects to receive the grant funding by June 30th, at which time \$500,000 will be returned to CPA funds.

Nobscot Phase II - an article will be submitted for the Annual 2010 Town Meeting - decisions remain to be made regarding bonding.

Sudbury Housing Authority - Ms. Cline reported that, to date, no funds have been spent on the intended condominium purchases.

Sudbury Housing Authority Reconstruction - Ms. Cline reported that work is progressing well on the conversion of the four single-family ranch homes to duplexes in North Sudbury. Site plans have been produced and the process is moving forward to the Comprehensive Permit phase.

### **CPC - Administrative Funds - Update**

Ms. Kablack reported that all was accomplished as planned with the budgeted \$95,000, and approximately \$20,000 may be leftover at the close of the fiscal year. In addition, \$15,000 remains in the administrative expenses account.

The Committee was in previous receipt of an email message from Technology Administrator Mark Thompson, requesting a carry-over of the remaining \$10,200 from the initial \$30,000 appropriation for the GIS mapping project, to create project administration tools.

On motion duly made and seconded, it was unanimously:

VOTED: To approve the carry-forward of \$10,200 of FY09 Community Preservation Act Administrative Funds for the purpose of creating project administration tools for the GIS data-layer mapping project.

Ms. Kablack noted that Mr. Thompson will soon conduct training sessions with the Committee to familiarize members with the features of the project. She encouraged Committee members to access the Maps Online link on the Town website to acquaint themselves with the site and the breadth of information available. She highlighted that the program is very user-friendly.

### **Miscellaneous**

Ms. Kablack reported she has been working with the Sudbury Historical Commission and the Sudbury Historic Districts Commission on a mailing to go to all homeowners of homes on a scenic road or in an historic district. She stated that 2,500 of Sudbury's 5,600 homes fall into either or both of these categories.

In addition, Ms. Kablack is updating the Community Preservation Committee Report. She asked Mr. Bell to solicit goals from the Conservation Commission for inclusion in the Report.

**CPC Future Meeting Schedule**

The next meeting of the CPC is to be determined, and will be scheduled and announced for a date in either late September or October.

On motion duly made and seconded, it was unanimously:

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