



Town of Sudbury

Community Preservation Committee

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CPC MINUTES

November 20, 2024

VIRTUAL MEETING

Members Present: Chair Sherrill Cline, Vice Chair Kirsten Roopenian, Andrew Bettinelli, Dan Carty, Jan Costa, Justin Finnicum, Dave Henkels, and Sam Markuse

Members Absent: Granger Atkeson

Others Present: Community Preservation Coordinator Ryan Poteat

Ms. Cline called the meeting to order at 7:00

Ms. Cline read the following public hearing notice into the record:

In pursuant to MGL Chapter 44B, Section 5(b)(1) the Sudbury Community Preservation Committee will hold three (3) Public Hearings as Virtual Meetings if allowed under the Open Meeting Law or, if not permitted, the meetings will be held in the Lower Town Hall, 322 Concord Road, Sudbury, Massachusetts, to consider Fiscal Year 2026 applications for funding through the Community Preservation Act among the three categories of Open Space & Recreation, Historic Resources, and Community Housing projects. The Public Hearing dates are as follows: Wednesday, November 20, 2024 at 7:00 PM, Wednesday, December 4, 2024 at 7:00 PM, Wednesday, December 18, 2024 at 7:00 PM. A brief presentation will be given by invited applicants. At the above Public Hearings, any interested persons will have the opportunity to be heard. Written comments may also be submitted to the Planning and Community Development Department, Flynn Building, 278 Old Sudbury Road, Sudbury, MA 01776. Applications may be reviewed during regular business hours in the Planning and Community Development Department, Flynn Building, 278 Old Sudbury Road, Sudbury, MA. Meeting agendas and applications are also available online at: www.sudbury.ma.us/cpc

Public Hearing Format

Ms. Cline stated each applicant would be given 10 minutes to present their application, followed by questions by the committee members, then members of the public, then returning to the committee members for any further questions. The expectation is that each application will take approximately 30 minutes. Public comments are limited to 3 minutes per person. Questions requesting a response are accepted and the applicant will answer the question if possible. No member of the public may request the floor more than one time. The public hearing will end at 9:00 each night. Questions and Comments should only be applicable to whether or not an application is eligible and/or appropriate for CPA funding. The Community preservation Committee is not a policy making committee but is charged with whether or not an application is CPA eligible.

Housing Trust Presentation

Carmine Gentile, Chair of the Sudbury Housing Trust and Jack Ryan, Vice Chair of the Sudbury Housing Trust presented the Sudbury Housing Trust's FY26 funding request. They discussed the history of the Housing Trust, which was established in 2006, and highlighted the current inventory of affordable housing units

The presentation included details on previous funding requests and allocations, emphasizing the need for new funding to create additional affordable housing units. They requested \$750,000 but are now adjusting their request to \$260,000 plus a return of \$426,835 from a previous allocation restricted to the Nobscot Project.

The trust has created 14 units of affordable housing and has administered various assistance programs during the COVID-19 pandemic, helping numerous households with rental and mortgage assistance.

Questions from Committee Members

Committee members asked questions regarding housing definitions, deed restrictions, and the financial implications of the Housing Trust's funding requests.

There was a discussion about the area-wide median income and its relevance to the Housing Trust's operations.

Members inquired about the maintenance obligations of homeowners under deed restrictions and the trust's role in ensuring properties remain in good condition.

Regional Housing Services Office Membership Fee

Mr. Poteat presented the application for the Regional Housing Services Office (RHSO) membership fee, requesting \$43,000 to support Sudbury's membership. This fee includes a one-time increase due to the retirement of the RHSO director. The RHSO provides essential services for monitoring and managing affordable housing in the town.

There were no questions from committee members or from the public.

Minutes of October 30, 2024

The minutes from the October 30, 2024 meeting were reviewed, and edits were discussed.

Ms. Roopenian made a motion to approve the minutes of October 30, 2024 as amended. Mr. Henkels seconded the motion. Roll call vote: Ms. Cline – Aye, Ms. Roopenian – Aye, Mr. Bettinelli – Aye, Mr. Carty – Aye, Ms. Costa – Aye, Mr. Finnicum – Abstain, Mr. Henkels – Aye, and Mr. Markuse – Aye.

Administrative Report

Mr. Poteat stated that the FY26 CPC application for the Metal Sculpture had been withdrawn.

Ms. Cline mentioned the state matching fund was announcement of \$514,348 for FY24, which would benefit the Community Preservation Committee.

Future Meetings and Scheduling

The next public hearing will occur on December 4th. The Fairbank Community Center, Hosmer House Envelope and Grounds and Hosmer House Collection will be presented.

The committee discussed the schedule for the next year's meetings, including an application deadline of September 12, 2025 followed by application review dates of October 15 & 29 and hearing dates of November 5, 19 & December 10th, voting and warrant approval dates of January 7, 14 & 21. This ensures no conflicts with the Planning Board.

Ms. Roopenian made a motion to adjourn. Ms. Costa seconded the motion. Roll call vote: Ms. Cline – Aye, Ms. Roopenian – Aye, Mr. Bettinelli – Aye, Mr. Carty – Aye, Ms. Costa – Aye, Mr. Finnicum – Aye, Mr. Henkels – Aye, and Mr. Markuse – Aye.