

SUDBURY HOUSING AUTHORITY

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SHEILA M. CUSOLITO
Executive Director

MINUTES OF THE JOINT MEETING Sudbury Housing Authority and Sudbury Housing Trust May 5, 2022

The SHA and SHT met by remote participation open session at 8:00 a.m. Those present for the SHA were: Chair: S. Cline; Vice Chair: S. Swanger; Treasurer: T. Vitvitsky; Member: A. Lepak.

Absent: Assistant Treasurer: Assistant Treasurer J. Cowan

Those present for the SHT were: Vice Chair: J. Riordan; Trustees: K. Cronin, J. Dretler, C. Gentile, K. Pops, and S. Scotti

Absent: SHT Chair C. Howe and Trustee R. Hummel

Others present: Sudbury Housing Authority Executive Director Sheila Cusolito, Director of Planning and Community Development A. Duchesneau, Director of the Regional Housing Services Office L. Rust

Mr. Riordan called the Housing Trust meeting to order and Ms. Cline called the Sudbury Housing Authority meeting to order at 8:05 a.m.

67-73 Nobscot Road – Possible Property Acquisition: Site Feasibility Analysis Status Update, Draft Development Scenarios, and Discussion

Mr. Riordan noted Ms. Cronin and Mr. Swanger had met with Cambridge Housing Authority and asked them to report out to the entire group.

Mr. Swanger stated they had gone over the draft scope of services which had been provided by the Cambridge Housing Authority. He indicated the new work which the Cambridge Housing Authority would undertake would cost another \$10,000, plus additional work by Beals + Thomas on the order of \$7,500. Mr. Swanger noted the Cambridge Housing Authority could take over from this point forward in the analysis process to further investigate the property. He stated the Cambridge Housing Authority had concerns about the access driveway and the ability to use it, and further analysis was required for this item.

Ms. Cronin asked if the Housing Trust would have the insurance in place to engage the Cambridge Housing Authority. Ms. Rust noted the draft agreement was subject to an MGL Chapter 121 provision which the Housing Trust was not a part of and she was not sure the Housing Trust could participate in such an agreement.

Ms. Cline asked who highlighted the draft agreement for the Sudbury Housing Authority. She was not sure insurance was needed in the context of the draft agreement. Mr. Swanger suggested the Sudbury Housing Authority could engage with the Cambridge Housing Authority in an agreement and Housing Trust could help to split the fees, just as was done with the agreement with Beals + Thomas. Mr. Swanger asked if the Sudbury Housing Authority and Housing Trust were in favor of engaging in a contract with Cambridge Housing Authority.

Mr. Gentile stated he thought it was a good idea to engage with Cambridge Housing Authority and Ms. Cline agreed.

There was then discussion regarding the remaining finances and outstanding work to be completed.

Ms. Vitvitsky asked if the Cambridge Housing Authority would start a conversation with the property owners of 67-73 Nobscot Road.

There was then discussion regarding the Natural Heritage & Endangered Species Program filing and who needed to sign off on this application. Ms. Rust noted it should be made clear to whom the determination was being provided.

Discussion ensued as to how a Purchase & Sale Agreement might be reached with the property owners. Ms. Cline asked if Town Counsel would be involved. Ms. Rust believed Town Counsel could and would be involved regarding the formalities of the agreement, but the terms and pricing would need to be ironed out by someone representing the Sudbury Housing Authority and Housing Trust.

Mr. Swanger stated the Sudbury Housing Authority and Housing Trust would probably not want to enter into a Purchase & Sale Agreement until it was necessary.

Ms. Lepak pointed out it seemed to not make sense to enter into a Purchase & Sale Agreement until a good understanding of the developable area is established.

Ms. Rust indicated the Housing Trust would need to receive permission from the Select Board before engaging in a Purchase & Sale Agreement.

Mr. Swanger confirmed the Cambridge Housing Authority would guide Beals + Thomas through the Natural Heritage & Endangered Species Program filing process.

Mr. Duchesneau suggested engaging the Cambridge Housing Authority to work with Beals + Thomas to move forward with the Natural Heritage & Endangered Species Program filing.

There was then discussion regarding which level of the Natural Heritage & Endangered Species Program filing to move forward with.

Ms. Rust asked if the Housing Trust was an approved entity to sign onto an agreement with the Sudbury Housing Authority. She noted legal confirmation of the Housing Trust signing onto the agreement would be needed from Town Counsel.

Mr. Swanger indicated he would get a sense from the Cambridge Housing Authority as to when discussions regarding a Purchase & Sale Agreement should be engaged, the MGL Chapter 121 situation, and a better understanding of the insurance questions.

At this time Ms. Dretler left the meeting.

Ms. Vitvitsky made a motion for the Sudbury Housing Authority to engage the Cambridge Housing Authority to further advance the site development analysis of the 67-73 Nobscot Road property. Ms. Lepak seconded the motion. Roll Call Vote: Ms. Cline – Aye, Mr. Swanger – Aye, Ms. Vitvitsky – Aye, and Ms. Lepak – Aye.

Mr. Gentile made a motion for the Housing Trust to engage the Cambridge Housing Authority to further advance the site development analysis of the 67-73 Nobscot Road property. Mr. Pops seconded the motion. Roll Call Vote: Mr. Riordan – Aye, Ms. Cronin – Aye, Ms. Dretler – Absent, Mr. Gentile – Aye, Mr. Pops – Aye, and Ms. Scotti – Aye.

At this time Ms. Rust left the meeting

ADJOURN

For the SHA: a motion was made by S. Swanger, seconded by T. Vitvitsky, and unanimously voted, to adjourn the May 5, 2022 joint meeting of the Sudbury Housing Authority and Sudbury Housing Trust. The time was 9:00 a.m.

Yes: S. Cline

Yes: A. Lepak

Yes: S. Swanger

Yes: T. Vitvitsky

Absent: J. Cowan

For the SHT: a motion was made by C. Gentile, seconded by K. Pops, and unanimously voted, to adjourn the May 5, 2022 joint meeting of the Sudbury Housing Trust and Sudbury Housing Authority. The time was 9:16 a.m.

Yes: K. Cronin

Yes: R. Hummel

Yes: K. Pops

Yes: J. Riordan

Yes: S. Scotti

Absent: J. Dretler