

**SUDBURY HOUSING TRUST
MEETING MINUTES**

Wednesday, June 18, 2014

8:00 a.m.

Flynn Building, Silva Room, 278 Old Sudbury Road

In Attendance: Mike Buoniconi, Chair; Peter Crowe; Peter Abair; Andrew Kaye; Amy Lepak; Larry O'Brien, and Lydia Pastuszek.

Absent: Bob Morrison

Staff in Attendance: Leonardi Aray; Jody Kablack; Jim Kupfer; and Elizabeth Rust.

Peter Crowe, as Vice Chair, called the Meeting called to order at 8:10 a.m.

First on the agenda was a conversation and vote on awarding the RFP for 278 Maynard Road. Ms. Rust noted that a Contract Subcommittee and a Construction Subcommittee will be organized within the Housing Trust to keep the project moving forward.

There was a much discussion about the two proposals and analysis based on a side-by-side comparison sheet Ms. Rust had prepared. Comparative Evaluation Criteria included: experience, experience with 40B, and budget experience.

It was noted that Habitat for Humanity differentiated itself by proposing three units at 80% AMI, which was not required through the RFP but was an interesting option. If the Housing Trust wanted Habitat to build a moderate income unit Habitat would then need to bring in another partner to accomplish that. Some board members felt that three affordable units might look attractive to the community, but the Habitat model is based heavily on community fundraising which could involve a lengthy process. In comparison Transformations' proposal included one moderate income unit and two affordable. Their model included one three-bedroom unit and two two-bedroom units. The discussion came down to a preference for a community build scenario versus a private developer.

Mr. Abair questioned how the neighbors might feel about the three-bedroom unit. Ms. Rust said that from past meetings with abutters the neighbors might be open to the idea but would want to see the financials to justify the additional bedroom. Ms. Rust said that the Housing Trust would need to reach out to neighbors for confirmation. Mr. O'Brien said that in the past density at the site has been questioned. The past concern about too many cars on the site could also be alleviated by having a structural view. All agreed that the neighbors should be brought into the discussion moving forward.

The Board discussed square footage costs and the comparisons between the two proposals. Transformations is planning to apply for an energy Grant, but in order to do so they need to demonstrate site control through a letter from the Housing Trust. Transformations' timeline was considered an attractive factor. It was noted that Transformations has another large project pending and would want to complete Maynard Road on schedule before their next one so it is likely that the project would stay on target. Habitat could take longer due to the community fundraising aspect and the need for corporate sponsors. In addition their budget is put together but many things rely on donations from goods to services.

The Board discussed the location of the project managers for both firms. Having project managers based locally was preferred.

The Board discussed the proposed project timelines. Transformations thought construction could begin by the end of the year and Habitat's timeline would take longer.

Leonardi Aray will serve as the Housing Trust's project manager. On-site supervision would be required of the chosen firm.

Discussion of the both firms' approach to project funding then ensued.

Mr. Abair said was concerned about the project having a long, protracted timeline. A longer timeline potentially means additional Town Meeting presentations to discuss the incomplete project. He felt that the Wayland Habitat project has been slow-moving. He projected that the Maynard Road project could also be slow-moving. He said that Transformations would give Sudbury a unique project and they have a good track record. Habitat also has a good record, but Transformations could deliver something quickly within the year. He said that under Transformations management the Maynard Road project could be a showcase for the Trust's work. He felt that longer-term Transformations' model would be better for the residents who will live at the site offering improved affordability.

Mr. Crowe asked whether Transformations' construction financing has been lined up. Ms. Rust said that Transformations uses NHP and the Boston Community Fund in addition to other sources.

Mr. Kaye felt that Transformations' design is something that could be promoted and the community could feel good about it. He felt neutral about Habitat's product. He thought that Transformation's timeline is important.

Mr. Buoniconti said that the six- to seven-bedroom scenario was an issue with neighbors. Mr. Kaye felt that neighbors could be on board with the information at hand and might support Transformations' model.

Mr. O'Brien asked whether there could be concerns that CPA tax dollars are going to affordable housing at the site but the Trust would not be getting full credit for the extra unit since it would not be fully low-income. Mr. Aray countered with the fact that moderate income housing is also a Trust goal but to get to the 10% every unit needs to count.

Mr. Kupfer noted that the Housing Trust did not ask for a fully-affordable project in the RFP so at this point the Housing Trust cannot expect it. Habitat's proposal of a fully-affordable project was a bonus. Board members concurred. Further subsidizing the project to make the 3rd unit affordable was discussed, but no decision was made at this time.

Ms. Rust said that the condominium budget would need review as they differ from planning budgets.

The Trust next discussed the best way to communicate the status of the project to the neighbors. Several Trust members were uncomfortable voting to award the project to a developer without any input from the neighbors. A decision was made to hold another Trust meeting in the near future, with invitations to the neighbors, so that they can be part of the discussion on the developer chosen. Transformations needs site control before they can apply for project grant. Therefore the meeting with the neighbors should occur soon. The Trust noted that there had been two public meetings scheduled with 278 Maynard Road on the agendas but no one from the public was present to voice concern. Staff will coordinate the scheduling of a meeting for a final vote.

Ms. Pastuszek asked for a straw poll of the members regarding the preferred developer. The straw poll showed unanimous support to award the contract to Transformations.

Next a vote was taken to ratify the May financial transactions. There were no questions or concerns and the approval was unanimous.

Mr. Aray's contract was discussed. Ms. Kablack noted that the staffing budget is going up proportionately to what Mr. Aray will be working on at Maynard Road as the project representative. Ms. Kablack would monitor the hours spent. The motion to approve a one year extension to Mr. Aray's contract.

Next on the agenda was a discussion of the Board Reorganization. Mr. Buoniconti explained that Daniel Hewett has recently resigned and reminded those present that Mr. Crowe would also be leaving the board once a replacement was found. Mr. Buoniconti asked whether any members wanted to serve as Chair. Five is the minimum number of members required. Co-chairmanship was discussed. Ms. Pastuszek said that she would be willing to serve as Chair. Mr. Crowe said that he would try to recruit members of the community to apply to join the committee. A motion was made and voted to nominate Lydia Pastuszek as Chair. Amy Lepak was nominated and unanimously approved to serve as Vice Chair.

Given the summer meeting schedule there would be no regularly scheduled meeting in July. The next meeting of the Housing Trust would be scheduled for a date to be determined in August. Subcommittees for the Maynard Rd project will meet as needed.

There being no further business the meeting was adjourned at 9:30 a.m.