

Minutes  
Sudbury Housing Trust  
Wednesday, November 8, 2006  
Flynn Building

Present: Michael Fee, Christopher Morely, Amy Lepak, Larry O'Brien  
Jody Kablack, Beth Rust  
Absent: Tara Reed

The meeting was called to order at 8:30 a.m. and adjourned at 9:45.

***Welcome, introductions, membership***

The Trustees were welcomed, and introduced, noting that these are the Trustees for the Interim Housing Trust. The Trustees are Michael Fee, Christopher Morely, Amy Lepak, Larry O'Brien, and Tara Reed.

***Budget review***

The Trust budget was reviewed. There was some discussion on the Lottery and Monitoring Fees with specific details on the Snowberry Lane fees. A summary of the Snowberry Lane lottery – winners and applicants – was reviewed. It was noted that the Trust contemplates performing lotteries for other Towns.

On motion duly made and seconded, it was unanimously (4-0):

VOTED: To authorize Jody Kablack, as Directory of Planning and Community Development, signing approval for amounts under \$5,000 and that a vote of the Board is required for amounts equal or greater than of \$5,000.

***Creation of the Permanent Trust***

The overall timeline was reviewed, with the February formation of the Permanent Trust highlighted.

A recruiting strategy for the Permanent Trustees was discussed with the objective to differentiate the Housing Trust from other volunteer positions. Possible ideas included offering a stipend, perhaps \$1,000-\$2,500. Other similar organizations will be researched for comparison including, Wayside Inn, Sudbury Foundation, Concord Housing Trust, and Acton Housing Trust. A job description will be written and circulated and will include number of meetings and time required per year. Recruiting hoped to start 12/1/06 and run 6-8 weeks. The Trustees will be asked to interview candidates. Desired Trustees include banker, developer, realtor, attorney, Board of Selectmen member.

The proposed Powers and Duties for the Permanent Trust were reviewed with minor corrections. The Town Counsel will continue to draft the Trust language for circulation by the Trustees. The objective is to have the Permanent Trust accepted by the Board of Selectmen before the Interim Trust expires on February 15, 2007.

***Project Updates***

Informal updates on the 40B and small parcel projects followed.

Snowberry Lane (RT117) – Lottery Held

Villages at Old County Rd – Final approval pending

Sudbury Villages (Rt20) – Other parcel will be purchased, new plan in development with up to 75 units, discussion on traffic mitigation

Sudbury Commons – Will resubmit site eligibility letter

Small Parcels – Awaiting pre-development estimate. Will propose to test four parcels.

***Meeting Schedule***

The Interim Trustees will meet on an ad-hoc basis, with a tentative next meeting in early January.