



Town of Sudbury

Sudbury Housing Trust

Flynn Building
278 Old Sudbury Rd
Sudbury, MA 01776
978-639-3387

<http://www.sudbury.ma.us>
Housing@town.sudbury.ma.us

Sudbury Housing Trust

Agenda

September 9, 2008, 8:00 AM
Silva Conference Room
Flynn Building, 278 Old Sudbury Rd

Announcements

1. Topic: Meetings, Agenda, Minutes

9:30 – 9:35

- a. VOTE: Approve Regular Minutes of 5/14/08
- b. VOTE: Approve Emergency Meeting minutes of 5/23/08
- c. VOTE: Approve Regular Minutes of 6/18/08
- d. VOTE: Approve Regular Minutes of 7/31/08

2. Legislation and Trust

8:05 – 8:30

- a. Meet trustee applicants

9:25 – 9:30

- b. Formulate recommendation to Selectmen for appointment

3. Finances, Funding and Grants

8:30 – 9:00

- a. Next time: Ratify May, June, July, Aug. financial transactions as presented
- b. VOTE: FY2009 Budget
- c. VOTE: External services agreements

4. Active Projects

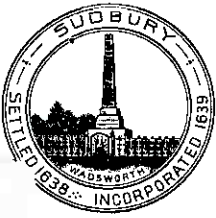
9:00 – 9:25

- a. Dutton Rd – Sign deed
- b. Maynard Rd – VOTE conceptual design services
- c. Home Preservation – Maplewood closed. Improvements noted for next time. VOTE Repairs starting, VOTE next lottery
- d. Small Grants Program – September grant deadline
- e. 40B Updates
 - Snowberry – All units sold, final cost certification in process
 - Old County Rd – Buy-down unit closing 11/15, \$100k of HOME funds. SHA unit closing 1/15/09. Need new lottery for next units.
 - Village on rt20 – No update
 - Commons – Owner looking at commercial and other options.
 - Avalon Bay – 200 rental unit plan on 35 acres, community concerned, wetlands permitting needed. All units count.
- f. New opportunities – offers to Trust
 - Parcel 1: 1.8 acres, assessed \$544k, asking \$450k, most wet
 - Parcel 2: 0.9 acres, assessed \$556k, wet, wants to sell at a loss now and stay there as tenant

5. Outreach, other, reference

9:35 – 9:45

- a. Habitat Cement Mixer – annual auction 10/4, will be presented 'Habitat Partner of the Year' award, \$50 pp, tables for 8 available \$350
- b. CHAPA annual meeting – 10/16, \$90 pp, tables for 10 available \$900



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Minutes, May 14 2008, 8:00 AM

Present: Trustees: Peter Crowe (late), Michael Fee, Lydia Pastuszek, Andrew Kaye, Larry O'Brien
Staff: Jody Kablack, Beth Rust
Absent: Amy Lepak

The meeting commenced at 8:10am, and adjourned at 9:15.

Minutes

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

VOTED: To approve the minutes of regular session of May 31 2008

Legislation and Trust

There was an open discussion on the Local Preference definition in light of the revised DHCD regulations. It was confirmed that it is our preference to exclude employees of local businesses, to exclude former residents per the DHCD guidance, and to include opportunities for veterans. The policy will be considered by the Board of Selectmen and reviewed by the DHCD legal staff prior to formal adoption.

Motion duly made and seconded, it was unanimously (5-0):

VOTED: To recommend revisions to the Local Preference household definition for affordable homeownership opportunities to the Board of Selectmen, such revision including the removal of former residents per the DHCD regulations issued February 2008, and the addition of increased opportunities for veterans (those with Campaign Medal or with 30% or greater disability) for both the local and general pool by issuing such qualified veteran an additional ticket to the corresponding lottery pool.

Finances

Motion duly made and seconded, it was unanimously (5-0):

VOTED: To ratify the March financial transactions as presented

The financial plan for the 2005 Town Meeting appropriated CPA buy-down funds was reviewed in light of the developer delays and Town Meeting imposed time frame restrictions. It was agreed that pursuing additional Home Preservation homes was the optimal strategy for these funds, and that the buy-down subsidies for the future 40B units would be reserved from the Trust funds. Additionally the Trust endorsed the proposal to pursue using future year HOME program funds for the buy-down unit at Old County Rd.

Motion duly made and seconded, it was unanimously (5-0):

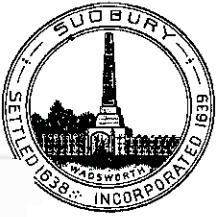
VOTED: To approve the reallocation of CPA buy-down funds from 40B units to Home Preservation units and to authorize the Community Housing Specialist to pursue two Home Preservation opportunities each with a \$200,000 per unit maximum subsidy of CPA funds and a target overall sales price of \$380,000.

Projects – Washbrook Road

The parcel and progress to date was reviewed and it was decided to not pursue at this time. A note will be sent to the Conservation Commissioner and the neighbors to this effect, and an update provided to the Water District.

Projects – Small Grants Program

Additional outreach will be conducted, including senior center luncheon, and newspaper article.



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Emergency Meeting
Executive Session Minutes
May 23 2008, 8:00 AM
278 Maynard Rd

Present: Trustees: Amy Lepak, Michael Fee, Lydia Pastuszek, Andrew Kaye, Larry O'Brien
Staff: Jody Kablack, Beth Rust
Absent: Peter Crowe

Open meeting at 8:15am

The Trust viewed the property at 278 Maynard Road for potential purchase as a development property. The house is in significant disrepair and would not function as a Home Preservation property. The parcel size is 1 acre, and the Trust members are interested in developing 3-6 units.

Roll Call Vote to go into executive session for purposes of land negotiation: Fee (yes); Lepak (yes); Pastuszek (yes); Kaye (yes); O'Brien (yes)

Executive Session:

Motion duly made and seconded, it was (4-1):

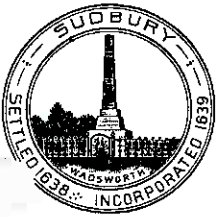
VOTED: To authorize Mike Hunter to extend an offer to purchase the property located at 278 Maynard Road for \$260,000 and not to exceed \$275,000 contingent on 30 day due diligence period, with access to the property and the ability to disturb the soils.

Motion duly made and seconded, it was (5-0):

VOTED: To authorize up to \$20,000 for due diligence activities associated with the property at 278 Maynard Road, with such activities included but not limited to financial feasibility, preliminary site concept plan, soil testing and spot elevation mapping, with an additional \$10,000 as approved by the Sudbury Housing Trust chairman.

No further discussion.

Adjourn at 8:45



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Sudbury Housing Trust

Minutes

June 18 2008, 8:00 AM

Silva Conference Room

Flynn Building, 278 Old Sudbury Rd

Present: Trustees: Peter Crowe, Amy Lepak, Lydia Pastuszek, Andrew Kaye, Larry O'Brien

Staff: Jody Kablack, Beth Rust

Absent: Michael Fee,

The meeting commenced at 8:10am, and adjourned at 9:35.

Maynard Rd

The Maynard Road property purchase was discussed. The financial feasibility, the soil test results, and the preliminary site concept were presented and reviewed in detail. The Trust agreed that the two-structure design was better suited for the parcel, and felt that the preliminary project budget was comprehensive. The Trust was concerned over the safety of the site, and looks to complete the demolition immediately after purchase. The financial impact of the both the land cost in FY09, and the development cost in FY10 were analyzed and felt to be manageable.

Motion duly made and seconded, it was unanimously (5-0):

VOTED: To purchase the property at 278 Maynard Road for \$275,000, and to present to the Board of Selectmen for their approval as the provisions of the Trust require, and to pursue execution of Purchase and Sale Agreement contingent on title and environmental 21E/Phase1 report, and after closing to immediately pursue plans to safely secure property including demolition of structure.

Maplewood Rd

The second Home Preservation property was reviewed. The Trust continued to support the program guidelines to provide well-maintained homes, and recommended a repair budget that would cover the priority items noted in the home inspection. The Trust encouraged the Community Housing Specialist to continue to negotiate the sales price in light of the defects noted, and hoped that further negotiations would result in a price reduction of \$10,000.

Motion duly made and seconded, it was unanimously (5-0):

VOTED: To recommend to the Board of Selectmen and Town Manager expenditure of up to \$200,000 from CPA appropriated funds to buy-down the property at 20 Maplewood Avenue and of which up to \$181,000 to be applied toward the purchase price, and up to \$19,000 to be spent on priority repairs.

Small Grants Program

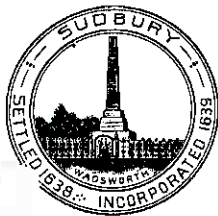
The two grant requests received were reviewed, and found in compliance with the program goals and eligibility requirements.

Motion duly made and seconded, it was unanimously (5-0):

VOTED: To approve two grant applications of \$3,000 apiece for the presented eligible candidates, for the purpose of required home repairs.

Woods Walk Sanctuary

The project was reviewed as presented, and the Trust is very supportive and offered some suggestions to increase community support by funding a portion of the feasibility request.



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Motion duly made and seconded, it was unanimously (5-0):

VOTED: To authorize up to 50% up to a maximum of \$3,000 towards the feasibility study for the Woods Walk Sanctuary Housing project as outlined in the statement of work from EKC Construction Management.

192 Boston Post Road - After brief discussion on the 61A offer for the 8.54 acres parcel at 192 Boston Post Rd, for \$1,000,000 offered by Buddy Dog, the Trust decided not to pursue.

Trustee recruiting - It was agreed that the Trust would benefit from having another Trustee to provide an easier time ensuring a quorum present. The current setup of six trustees allows two to be absent and still retain a quorum. With another Trustee, this increases to three. Beth Rust will put a notice on the website, and inform resident members of the clergy association. Other Trustees were encouraged to spread the word.



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DRAFT

Sudbury Housing Trust

Minutes
July 31 2008, 8:00 AM
Silva Conference Room
Flynn Building, 278 Old Sudbury Rd

Present: Trustees: Amy Lepak, Michael Fee, Larry O'Brien, Peter Crowe
Staff: Jody Kablack, Beth Rust
Absent: Lydia Pastuszek, Andrew Kaye

Meeting called to order at 8:39am, and adjourned at 8:49am.

The status of the 278 Maynard Road property was reviewed. The closing had taken place on July 24, 2008 and had gone smoothly. The demolition contract, in accordance with Chapter 30B procurement regulations, had been published on the Town website on July 11. The Boston Globe also picked it up, and it was noted in the Community Briefing section on July 13. Two proposals were received and in accordance with regulations, was awarded to the lowest bidder.

Motion duly made and seconded, it was (4-0):

VOTED: To authorize the chairman of the Sudbury Housing Trust to sign the contract with MJ DiModica for the demolition as specified in the quotation received on July 29 for \$22,500.

After additional discussion on the next steps of the project after the demolition, it was further decided to proceed with a topographical survey and conceptual drawings, both of which will be helpful to inform the preparation of the upcoming Request for Development document.

Motion duly made and seconded, it was (4-0):

VOTED: To authorize the procurement of a topographical survey and to engage an architect to prepare preliminary concept drawings for an amount up to \$10,000.

**TOWN OF SUDBURY
APPLICATION FOR APPOINTMENT TO**

(Board or Committee Name) Sudbury Housing Trust

BOARD OF SELECTMEN
278 OLD SUDBURY ROAD
SUDBURY, MA 01776

FAX NUMBER (978) 443-0756
E-MAIL: selectmen@town.sudbury.ma.us

Name: Daniel M. Hewett, AIA LEED

Brief resume of background and experience:

I am an architect and educator. My professional project experience includes single and multi-family housing, commercial office, restaurant, and retail experience. I currently teach

Address: 212 Goodmans Hill Road

Home phone: 978-443-8803

Work phone: 617-291-2102

Years lived in Sudbury: 5

E-Mail Address: dmhewett@gmail.com

Municipal experience (If applicable):

I have twice served as a Project Evaluator for the Massachusetts Board of Library

Educational background:

Colby College, Waterville, ME; BA, English Literature, 1986.

Employment and/or other pertinent experience:

2007 Hewett Design, Sudbury, MA; Owner/Director

1999-2007 Dyer Brown & Associates, Architects, Boston, MA; Director

Reason for your interest in serving:

I am aware of the Trust's mandate and recent work to expand opportunities for distributed afford

Times when you would be available (days, evenings, weekends):

I am currently available Mondays, Tuesdays, and Fridays from 7:30 to noon, with specific aftern

Do you or any member of your family have any business dealings with the Town? If yes, please explain:

No.

dmh

(Initial here that you have read, understand and agree to the following statement)

I agree that if appointed, I will work toward furtherance of the committee's mission statement as adopted by the Board of Selectmen and further, I agree that I will conduct my committee activities in a manner which is compliant with all relevant State and Local laws and regulations, including but not limited to the Open Meeting Law, Public Records Law, Conflict of Interest Law, Email Policy and the Code of Conduct for Town Committees.

I hereby submit my application for consideration for appointment to the Board or Committee listed above.

Signature Daniel Hewett

Digitally signed by Daniel Hewett
DN: cn=Daniel Hewett, o=, ou, email=dmhewett@gmail.com,
c=US
Date: 2008.07.15 12:27:19 -0400

Date 14 July 2008

**TOWN OF SUDBURY
APPLICATION FOR APPOINTMENT TO**

(Board or Committee Name) Sudbury Housing Trust

BOARD OF SELECTMEN
278 OLD SUDBURY ROAD
SUDBURY, MA 01776

FAX NUMBER (978) 443-0756
E-MAIL: selectmen@town.sudbury.ma.us

Name: The Rev. Joel B. Guillemette

Brief resume of background and experience:

New England Conference Board of Ordained Ministry
Bath, ME, Strategic Planning Task Force

Address: 251 Old Sudbury Road
Sudbury MA 01776

Home phone: 978-443-2566

Work phone: 978-443-4351, ext 205 (preferred)

Years lived in Sudbury: 2

E-Mail Address: pastorjoel@sudbury-umc.org

Municipal experience (If applicable):

see above

Educational background:

BA Gordon College 1977

MDiv Duke University 1991

Employment and/or other pertinent experience:

Senior Pastor - Sudbury United Methodist Church

Reason for your interest in serving:

lack of affordable housing in Sudbury

Times when you would be available (days, evenings, weekends):

days

Do you or any member of your family have any business dealings with the Town? If yes, please explain:

No

JBG (Initial here that you have read, understand and agree to the following statement)

I agree that if appointed, I will work toward furtherance of the committee's mission statement as adopted by the Board of Selectmen and further, I agree that I will conduct my committee activities in a manner which is compliant with all relevant State and Local laws and regulations, including but not limited to the Open Meeting Law, Public Records Law, Conflict of Interest Law, Email Policy and the Code of Conduct for Town Committees.

I hereby submit my application for consideration for appointment to the Board or Committee listed above.

Signature

Joel B. Guillemette

Date

8/6/08

TOWN OF SUDBURY
APPLICATION FOR APPOINTMENT TO

(Board or Committee Name) SUDBURY HOUSING TRUST

BOARD OF SELECTMEN
278 OLD SUDBURY ROAD
SUDBURY, MA 01776

FAX NUMBER (978) 443-0756
E-MAIL: selectmen@town.sudbury.ma.us

Name: Michael D. Buoniconti

Brief resume of background and experience:

I am a resident of Sudbury since 1999 and intend to remain as a life time resident. I currently live with my wife and two children on Puffer Lane in Sudbury. Prior to living in Sudbury, I attended undergraduate and graduate school in Boston, Massachusetts. During my collegent years, I lived in apartments in Allston, Brighton and Brookline.

Address: 66 Puffer Lane, Sudbury, MA 01776

Home phone: (978) 443-9630

Work phone: (617) 778-5100

Years lived in Sudbury: 9

E-Mail Address: mbuoniconti@mmoglaw.com

Municipal experience (If applicable): none

Educational background:

Boston University, BA, 1996; Suffolk University Law School, JD, 1999

Employment and/or other pertinent experience:

I have been practicing law since 2001 with a primary focus on real property law. I currently work in Boston for a law firm named Marsh, Moriarty, Ontell & Golder, P.C. The firm's practice is focused in both residential and commercial real estate transactions. My everyday practice of law at the firm consists of representing condominium Developers in the greater Boston area. The condominium projects contain components involving both market and affordable housing. Although I represent the developer, I work with Affordable Buyers, their counsel and Affordable Buyer's lender in order to provide an individual housing.

Reason for your interest in serving:

With my real estate background and law experience, I believe that I can add value to the Housing Trust and more importantly help deserving individuals obtain housing.

Times when you would be available (days, evenings, weekends):

I would be available evenings, weekends and occasional days.

Do you or any member of your family have any business dealings with the Town? If yes, please explain:

No.

_____ (Initial here that you have read, understand and agree to the following statement)

I agree that if appointed, I will work toward furtherance of the committee's mission statement as adopted by the Board of Selectmen and further, I agree that I will conduct my committee activities in a manner which is compliant with all relevant State and Local laws and regulations, including but not limited to the Open Meeting Law, Public Records Law, Conflict of Interest Law, Email Policy and the Code of Conduct for Town Committees.

I hereby submit my application for consideration for appointment to the Board or Committee listed above.

Signature _____

Date

July 31, 2008

**Sudbury Housing Trust
Financial Projection
FY09 and FY10**

Description	FY07 Actual	FY08 Actual	FY09				Comments	FY10		4 Year Total	Notes
			Budget	Current Plan	Actual	Remaining		Estimate	Comments		
Carry Forward	\$0	\$158,864	\$380,379	\$380,379	\$380,379	\$0	Approximate	\$692,198	Approximate		
Revenue-fees - 712543/430000	\$36,738	\$16,328	\$58,369	\$58,369	\$0	\$58,369		\$64,769		\$176,204	
HOME Admin	\$1,738	\$1,728	\$1,669	\$1,669	\$0	\$1,669		\$1,669		\$6,804	
Meadows	\$28,000	\$0	\$0	\$0	\$0	\$0	Complete			\$28,000	
VOCR	\$7,000	\$4,000	\$12,000	\$12,000	\$0	\$12,000	3 units	\$23,900	last 5/monitoring fee	\$46,900	
Villages		\$0	\$18,300	\$18,300	\$0	\$18,300	4 of 17, 50% monitoring	\$19,200	6 units	\$37,500	7 units left
Commons		\$0	\$0	\$0	\$0	\$0	Assume none	\$0	Assume none	\$0	
Sudbury Resales		\$0	\$0	\$0	\$0	\$0	2.5% resale fee	\$0		\$0	
External Revenue		\$10,600	\$26,400	\$26,400	\$0	\$26,400		\$20,000		\$57,000	
Concord - Dunbar Way		\$4,000	\$0	\$0	\$0	\$0		\$0		\$4,000	
Concord - Emerson Annex		\$500	\$0	\$0	\$0	\$0		\$0		\$500	
Concord - Elm Brook		\$4,000	\$0	\$0	\$0	\$0		\$0		\$4,000	
Concord CHDC - Elm Court			\$3,000	\$3,000	\$0	\$3,000		\$0		\$3,000	
Wayland - 89Oxbow			\$6,400	\$6,400	\$0	\$6,400		\$1,280		\$7,680	\$1,280 per year 2011 - 2014
Wayland - Tripoli Circle			\$800	\$800	\$0	\$800		\$150		\$950	\$160 per year 2011 - 2014
Newton - Ellis Heights		\$1,500	\$3,000	\$3,000	\$0	\$3,000		\$0		\$4,500	
Boxborough - Codman Hill Rd		\$600	\$1,200	\$1,200	\$0	\$1,200		\$0		\$1,800	
Boxborough - Summerfields			\$500	\$500	\$0	\$500		\$500		\$1,000	
Acton - 442 Mass Av			\$8,000	\$8,000	\$0	\$8,000		\$8,000		\$16,000	
Wellesley - Linden Square			\$3,500	\$3,500	\$0	\$3,500		\$3,500		\$7,000	\$700 per year 2011 - 2014
CPA/Financing - 712549/497000	\$135,000	\$250,000	\$750,000	\$750,000	\$0	\$750,000		\$238,000	Reduced CPA 10%	\$1,373,000	
Interest - 712548/482000	\$506	\$17,000	\$20,000	\$20,000	\$0	\$20,000		\$15,000		\$52,506	
Expense - 712557/522100	-\$11,857	-\$56,036	-\$482,550	-\$482,550	\$0	-\$482,550		-\$871,500		-\$1,421,937	
Admin	-\$514	-\$200	-\$300	-\$300	\$0	-\$300		-\$300		-\$1,314	
Small Grants			-\$24,000	-\$24,000	\$0	-\$24,000	8 grants	-\$27,000	9 grants	-\$51,000	
Dutton	-\$7,941	-\$3,979	-\$15,000	-\$15,000	\$0	-\$15,000		\$0		-\$26,920	
Other Feasibility (Washbrook, etc)		-\$11,751	-\$25,000	-\$25,000	\$0	-\$25,000		-\$25,000		-\$61,751	
Project - Home Preservation		-\$22,130	-\$65,000	-\$65,000	\$0	-\$65,000	Non-CPC \$\$\$ of unit#3			-\$87,130	
Project - 40B Buydown		\$0	\$0	\$0	\$0	\$0		-\$265,000	Villages/Common	-\$265,000	
Project - Maynard Rd		-\$14,750	-\$342,750	-\$342,750	\$0	-\$342,750	Feas/Land/Demo/Design	-\$542,500	Unit Development	-\$900,000	
Lottery/Monitoring Agent Expense	-\$3,402	-\$3,220	-\$10,500	-\$10,500	\$0	-\$10,500		-\$12,000		-\$29,122	
Meadows	-\$3,402		-\$3,000	-\$3,000	\$0	-\$3,000	Cost Certification				
VOCR		-\$3,085	\$0	\$0	\$0	\$0					
Sudbury - Home Preservation			-\$3,500	-\$3,500	\$0	-\$3,500	lottery, inspections				
Boxborough - Codman Hill Rd		-\$125	\$0	\$0	\$0	\$0					
Acton - 442 Mass Av			-\$4,000	-\$4,000	\$0	-\$4,000					
Newton - Ellis Heights			\$0	\$0	\$0	\$0					
Salaries - 712551/511100	-\$1,523	-\$5,783	-\$34,000	-\$34,000	\$0	-\$34,000		-\$40,000		-\$81,306	
Capital - 712558/580000	\$0	\$0	\$0	\$0	\$0	\$0		\$0		\$0	
Contributions - 712548/4831000	\$0	\$0	\$0	\$0	\$0	\$0		\$0		\$0	
Donations - 712548/483100	\$0	\$0	\$0	\$0	\$0	\$0		\$0		\$0	
Total	\$158,864	\$380,379	\$692,198	\$692,198	\$380,379	\$311,819		\$98,467		\$1,329,908	

Sudbury Housing Trust
Budget Review
06.30.08

Desc	7/1/07 Budget	Detail	6/30/08 Actuals	Difference
Revenue	\$303,428		\$266,328	-\$37,100
		\$250,000 CPA	\$250,000	\$0
		\$1,728 HOME Admin	\$1,728	\$0
		\$16,000 VOCR: 3 Units originally planned	\$4,000	-\$12,000
		\$8,700 Villages: \$3,200 Lottery, \$5,500 Monitoring	\$0	-\$8,700
		\$3,000 Commons: 50% Monitoring Fee	\$0	-\$3,000
		\$4,000 Sudbury Resales (2)	\$0	-\$4,000
		\$20,000 External Revenue	\$10,600	-\$9,400
Expenses	(\$46,000)		(\$56,030)	-\$10,030
		\$0 Admin	(\$200)	
		(\$11,000) Lottery Expense	(\$3,220)	\$7,780
		(\$15,000) Projects (4 Longfellow, Dutton Rd)	(\$40,859)	-\$25,859
		(\$10,000) Small Grant Program	\$0	\$10,000
		(\$10,000) Development and Feasibility	(\$11,751)	-\$1,751
Salaries	(\$1,728)		(\$5,783)	-\$4,055
		(\$1,728) HOME admin funds	(\$1,728)	
		Additional hours funded by Concord	(\$4,055)	\$4,055
Interest	\$20,000	5% on \$400K, averaging 5.4% per year	\$17,000	-\$3,000
Carryover	\$158,864		\$158,864	
Net	\$434,564		\$380,379	-\$54,185

**Sudbury Housing Trust
Lottery and Monitoring Revenue**

Project Name	Project Location	Type	# Units	Initial - Per Unit	On-Going - Per Unit	Total Fee	Expenses (est)	First Closing Date	Permitting	Monitoring	Lottery	# Applicants
Ellis Heights	Newton	Lottery - Initial Sale	1	\$4,500		\$4,500	\$0	Jan-09	DHCD LIP/IZ		\$4,500	TBD
Snowberry Lane	Sudbury	Lottery - Initial Sale	2	\$7,500		\$15,000	\$1,900	Nov-06	MassHousing/NEF		\$15,000	32
Villages at Old County Rd	Sudbury	Lottery - Initial Sale	8	\$4,000		\$31,900	\$6,000	Nov-08	MassHousing/NEF		\$31,900	18
14 Dunbar Way	Concord	Lottery - Resale w/marketing	1	\$4,000		\$4,000	\$0	Dec-07	DHCD/LIP		\$4,000	11
294 Codman Hill Rd	Boxborough	Lottery - Resale wo/marketing	1	\$1,800		\$1,800	\$125	Jul-08	DHCD/LIP		\$1,800	3
87 Elm Brook	Concord	Lottery - Resale wo/marketing	1	\$4,000		\$4,000	\$0	Mar-08	Special Permit		\$4,000	5
Elm Court	Concord	Monitoring for CHDC (5 yr)	2	\$1,000	\$500	\$3,000	\$0	Aug-08	MassHousing/NEF	\$3,000		2
Snowberry Lane	Sudbury	Monitoring for Town (perp)	2	\$6,500		\$13,000	\$4,500	Nov-06	MassHousing/NEF	\$13,000		2
Villages at Old County Rd	Sudbury	Monitoring for Town (perp)	10	\$1,500		\$15,000	\$4,500	Dec-08	MassHousing/NEF	\$15,000		8
OxBow	Wayland	Monitoring for WHA (5 yr)	16	\$400	\$400	\$12,800	\$0	May-09	MassHousing/NEF	\$12,800		16
4 Emerson Annex	Concord	Qualification Only	1	\$500		\$500	\$0	Jan-08	DHCD/LIP		\$500	1
		Total contracted	45			\$105,500	\$17,025			\$43,800	\$61,700	
Villages on Rt20	Sudbury	Lottery - Initial Sale	17	\$3,200		\$54,400	\$8,000	Proposed	MassHousing/NEF		\$54,400	
442 Mass Ave	Acton	Lottery - Initial Sale	4	\$4,000		\$16,000	\$4,000	Proposed	DHCD LIP		\$16,000	
Tripolis Circle	Wayland	Monitoring for WHA (5yr)	2	\$400	\$400	\$1,600	\$0	Proposed	MassHousing/NEF	\$1,600		
Linden Square	Wellesley	Monitoring for WHDC (5 yr)	7	\$500	\$500	\$7,000	\$0	Proposed	DHCD LIP/IZ	\$7,000		
Villages on Rt20	Sudbury	Monitoring for Town (perp)	19	\$579		\$11,000	\$4,500	Proposed	MassHousing/NEF	\$11,000		
Summerfields	Boxborough	Qualification Only	1	\$1,000		\$1,000	\$0	Proposed	MassHousing/NEF		\$1,000	
		Total proposed	50			\$91,000	\$16,500			\$19,600	\$71,400	
HOOP units	Natick	Lottery - Initial Sale	2			\$17,500		Lost bid	IZ			
Commons	Sudbury	Monitoring for Town (perp)	6					Not Proposed Yet	MassHousing/NEF			

RELEASE DEED

The SUDBURY HOUSING TRUST, under Declaration of Trust dated February 15, 2007, as authorized under Massachusetts General Laws, M.G.L. c.44, § 55C and recorded with Middlesex South District Registry of Deeds in Book 49096, Page 353, an agency of the Town of Sudbury, with an address 278 Old Sudbury Road, Sudbury, Massachusetts 01776, Sudbury, Massachusetts, hereinafter "GRANTOR",

for nominal consideration paid, releases to the HABITAT FOR HUMANITY, METROWEST-GREATER WORCESTER, INC. d.b.a. GREATER WORCESTER HABITAT FOR HUMANITY, a Massachusetts nonprofit corporation with an address of 111 Park Avenue, Worcester, Massachusetts 01609, hereinafter "GRANTEE", for the construction of a dwelling in accordance with a Design and Site Plan approved by the Trust, as set forth in Grantee's response to Grantor's RFP, without covenant, all its right, title and interest except as set forth below, in the following described land

Parcel 0006 on Town Property Map G05, located on the southeastern corner of Dutton Road and Pratts Mill Road in Sudbury, Massachusetts,

Reserving unto the Town of Sudbury the right and easement to construct, reconstruct, maintain and use a walkway and sidewalk for all purposes for which walkways and sidewalks are customarily used in the Town of Sudbury, across and through the property owned by the Grantor shown as Parcel 0006 on Town of Sudbury Map G05, said easement shown on a plan entitled "Easement Plan of Land on Dutton Rd. & Pratts Mill Rd. in Sudbury, Mass." Rev. August 20, 2008, prepared by Sullivan Connors Associates, and recorded herewith.

In the event the Greater Worcester Habitat for Humanity does not construct the dwelling and comply with the terms of the RFP and Purchase and Sale Agreement before December 31, 2010, the property will revert to the Sudbury Housing Trust.

For Grantor's title see deeds recorded at the Middlesex South District Registry of Deeds Book 49650 Page 380, Book 19806 Page 479, Book 17954 Page 77, Book 12004 Page 94, Book 48896 Page 315.

This conveyance involves a municipality of the Commonwealth of Massachusetts; therefore, no deed documentary stamps are required in connection with this conveyance per the provisions of M.G.L. c.64D § 1.

In WITNESS WHEREOF the said Sudbury Housing Trust has hereto caused its name to be signed on this _____ day of _____, 2008, by a majority of its Trustees.

SUDBURY HOUSING TRUST

Michael C. Fee, Chairman

Lawrence W. O'Brien

Amy E. Lepak

Andrew Kaye

Peter M. Crowe

Lydia M. Pastuszek

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

On this _____ day of _____, 2008, before me, the undersigned notary public, personally appeared the above named Michael C. Fee, Lawrence W. O'Brien, Amy E. Lepak, Andrew Kaye, Peter M. Crowe, Lydia M. Pastuszek, who proved to me through satisfactory evidence of identification, to wit, personal knowledge, to be the signers of the forgoing document as Trustees of the Sudbury Housing Trust, a municipal agency of the Town of Sudbury, that said instrument was signed on behalf of said Sudbury Housing Trust and acknowledged this instrument to be the free act and deed of the Trustees of the Sudbury Housing Trust.

Notary Public

My Commission expires _____

August 14, 2008

Ms. Beth Rust
Dept. of Planning and Community Development
Town of Sudbury
278 Old Sudbury Rd.
Sudbury, MA 01776

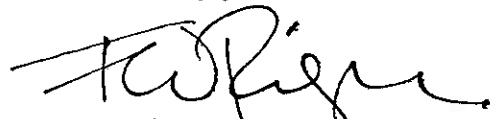
Re: 278 Maynard Rd.

Dear Ms. Rust,

I propose to provide schematic architectural design services including site plan, building plans and elevations for approximately six units of affordable housing. The houses would be in two or three buildings scaled to fit into a single-family neighborhood with necessary parking largely screened from the roads and adjacent houses. There would be a mix of sizes and layouts with the possibility of one unit being on a single level with handicap accessibility. Two-bedroom units will predominate while in total the units will have about ten bedrooms. The site will be designed for a sense of community while gracefully settling into the existing topography. The architecture will fit with the regional vernacular while being carefully considered.

My time will be billed at the rate of \$100 per hour and will not exceed \$10,000 in total including the costs of reproduction. Drawings will be done in pencil and ink on velum with deliverables as prints and disc. There will be one working meeting with the Housing Trust and one presentation meeting. Work will commence upon receipt of the completed survey at a scale of at least 1" = 20'.

Sincerely yours,



Frank W. Riepe, AIA
Mass. Reg. #5075

Acceptance by: _____ Date: _____

Eck MacNeely Architects inc.

August 28th, 2008

Beth Rust
Department of Planning and Community Development
Town of Sudbury, Flynn Building
278 Old Sudbury Road
Sudbury, Massachusetts 01776

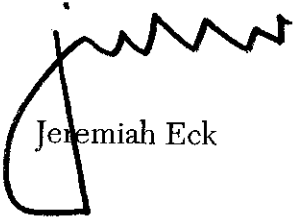
Beth,

As we discussed recently by phone, attached is our response to your "Request for Designer Services, Conceptual Drawings" for a community housing development project at 278 Maynard Road in Sudbury.

Eck|MacNeely Architects has a wide range of experience over the past thirty years in houses and housing in New England. As a demonstration of that experience, I've attached a firm description and some examples of our work in the hope that you will consider us for this interesting and vital project for the Town of Sudbury.

Our fee for the work outlined in your request would be based on our standard hourly rate of \$125/hour, not to exceed \$9,500. Please let me know if I can provide you with any other information.

Respectfully submitted,



Jeremiah Eck

20 Maplewood

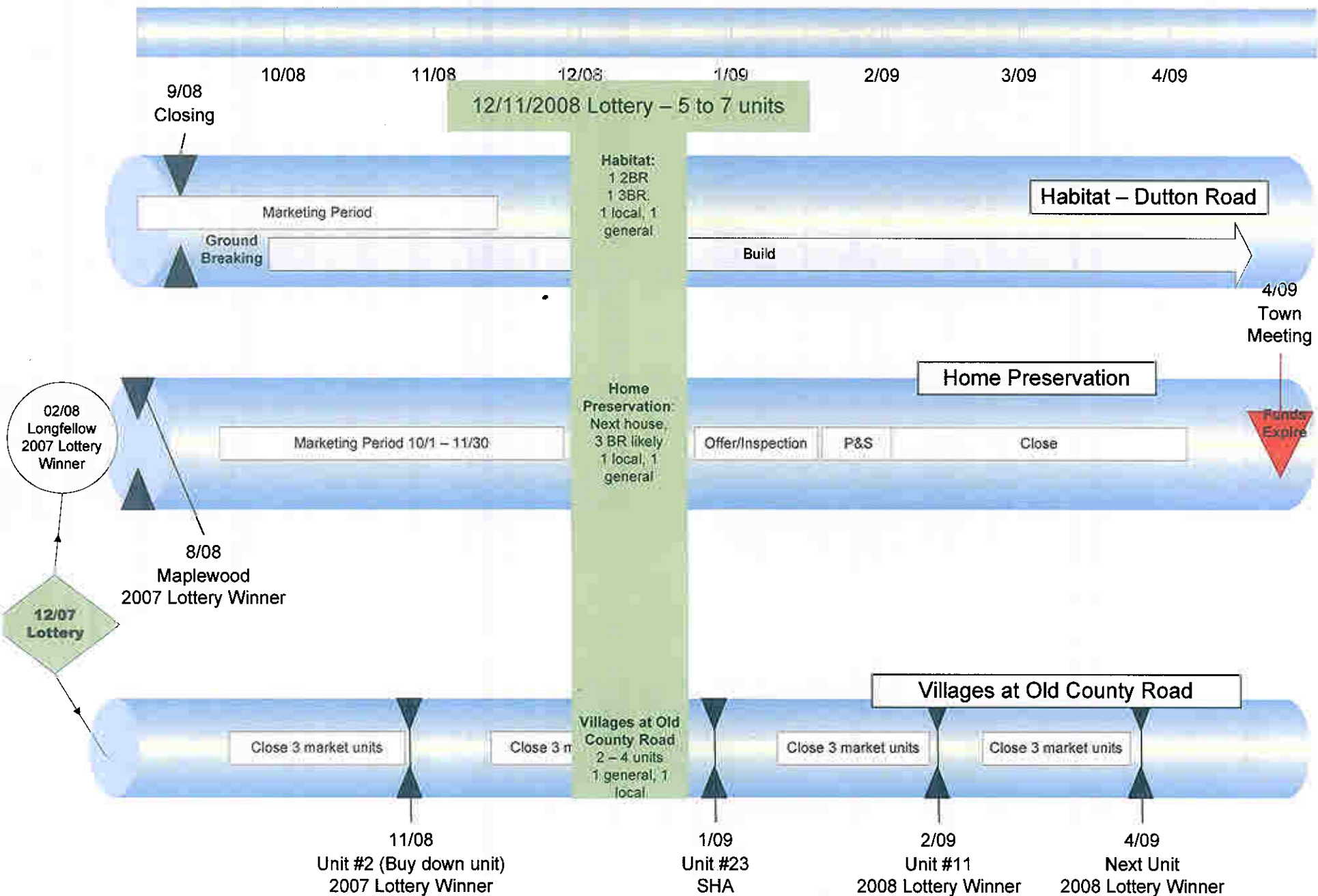
Breakdown			CPA	Buyer
Purchase Price	\$ 339,000	Total	\$ 181,000	\$ 158,000
Offer	\$ 1,000	6/3/2008	\$ 1,000	\$ -
P&S	\$ 15,950	7/3/2008	\$ 14,580	\$ 1,370
	\$ 322,050	Balance at closing	\$ 165,420	\$ 156,630
		Repairs	\$ 19,000	
			\$ 200,000	

Affordable Purchase Price Breakdown		
\$ 158,000	Total	
\$ -	Deposit	
\$ 1,370	Deposit at P&S (1.5%)	
\$ 117,530	1st Mortgage (5.75%)	
\$ 31,600	2nd Mortgage (5.75%)	
\$ 10,000	ADDI	
\$ 1,000	Deposit at Closing (1.5%)	
\$ 161,500		

Repairs	
Oil Burner	\$9,000
Electrical	\$3,000
Exterior	\$2,000
Roof	\$1,000
Pest	\$800
Chimney	\$500
Other	\$1,200
Taxes	\$1,500
	\$19,000

	4 Longfellow	20 Maplewood
Asking Price	\$359,900	\$349,500
Purchase Price	\$340,000	\$339,000
Repairs/Inspections	\$22,130	\$19,000
All in	\$362,130	\$358,000
Sales Price	\$175,000	\$158,000
Subsidy	\$187,130	\$200,000
ASSESSMENTS	\$346,600	\$284,000
SQUARE_FEET	1392	1162
ACRE	0.53	0.21
NO_ROOMS	6	5
NO_BEDROOMS	3	3
NO_FULL_BATHS	1	1
NO_HALF_BATHS	1	1
YEAR_BUILT	1956	1962
NOTES	vinyl siding	newly furbished
	big, flat lot	Nice lot
	1 car garage	Neighborhood
	slab	1 car garage
	x on Rt117	slab
	x water heater	x mansard roof
	x windows	x heater
	x Roof	

Sudbury FY09 Lottery Activities



**Sudbury
Subsidized Housing Inventory**

Project	Date	DHCD ID#	Development Units	SHI Units	% Affordable	Type	Affordability Expiration
Carriage Lane		4015	16	4	25%	Ownership, 40B	Perp
SHA Scattered Sites		3074	5	5	100%	Rental: Family/705	Perp
SHA Scattered Sites		3075	3	3	100%	Rental: Family/705	Perp
SHA Scattered Sites		3076	12	12	100%	Rental: Family/705	Perp
10 Landham Rd		3079	1	1	100%	Rental: Family, section 8	Perp
Musketahquid Village		3073	64	64	100%	Rental: Senior/Disabled (667)	Perp
Longfellow Glen		3077	120	120	100%	Rental: Family/Senior	2014
Orchard Hill		3078	45	9	20%	Rental: Senior	2029
Starting (June 2006)			266	218	3.9%		
Sudbury Meadows	8.15.06	7874	8	2		Ownership, 40B	Perp
Orchard Hill	6.13.06			36		Rental: Senior	2029
Total (June 2007)			274	256	4.59%		
VOCR	1.31.08	8839	37	3		Ownership, 40B	Perp
4 Longfellow	3.3.08	8841	1	1		Ownership, LIP LAU	
Sudbury Village (RT20)	6.18.08	8983	73	0		Can't count until building permits	
Sudbury Common	6.18.08	8982	21	6		Ownership, 40B	
Total (June 2008)				266	4.77%		
Maplewood	8.26.08		1	1		Ownership, LIP LAU	
Habitat	8.14.08		2	2		Ownership, LIP 40B	
Total (FY 2009)				269	4.82%		
SHA				6		Rental: Family/705	
HOME Preservation				1		Ownership, LIP LAU	
Maynard Rd				5		Ownership, LIP 40B	
Villages at Old County Rd				7		Ownership, 40B	
Sudbury Village (RT20)				21		Ownership, 40B	
Malone				33		Ownership, 40B	
Avalon				200		Rental, 40B	
Total Planned				543			
Short of 10% (2000 housing stock)				15	9.73%		
Short of 10% (2010 estimated housing)				57	9.05%		
1994 Housing Stock				4,951			
2000 Housing Stock				5,582	558		
2005 Estimated Housing Stock				5,812			
2010 Estimated Housing Stock				6,000	600		