



# Town of Sudbury

*Sudbury Housing Trust*

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## SUDBURY HOUSING TRUST MEETING MINUTES

Friday, December 13, 2013

8:00 a.m.

Flynn Building, Silva Room, 278 Old Sudbury Road

Present: Michael Buoniconti, Chairman; Andrew Kaye; Amy Lepak; Robert Morrison; and Larry O'Brien

Staff Present: Jody Kablack, Director of Planning and Community Development; and Leonardi Aray, Housing Consultant; Karen Margolis, Housing Consultant

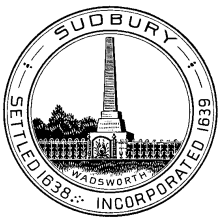
Visitors in Attendance: Pat Brown, 34 Whispering Pine Road; Sheila Cusolito, Sudbury Housing Authority; and Dominic and Susan Vingiano, 5 Hamblin Lane

Mr. Buoniconti called the meeting to order at 8:15 a.m.

Ms. Kablack introduced Housing Consultants Leonardi Aray and Karen Margolis. For the benefit of the members of the public who were present she explained that after a several month delay, she and Mr. Aray are now reviving the housing development project at 278 Maynard Road. The Housing Trust's goal is to find a new developer who could take on the project and provide assurances that they can work within a reasonable budget that the Trust has set forth. The Request for Proposals is drafted and ready for the Housing Trust to approve before it goes out with supporting documentation in January or February 2014.

For the benefit of visitors from the public in attendance at the meeting Ms. Kablack explained that the meeting goal was for the Housing Trust to discuss the RFP for the project and she noted that one of the issues left open for discussion is whether to approve six or seven bedrooms within the three unit development. She acknowledged that the neighbors have expressed concerns about seven bedrooms in terms of the number of people and cars that would be at the site. She reiterated that the project budget is more beneficial seven bedrooms, as the additional bedroom brings approximately \$32,000 more into the project hopefully making it more economically viable. Numbers of the project are tight and the maximum unit sales prices are restricted by the State because these are all considered affordable. Therefore if the developer cannot produce his materials and construction methods within a reasonable budget the project cannot be done. Therefore the Housing Trust thought that the seventh bedroom would be beneficial to the project, and could be the deciding factor whether the project proceeds or not. The SHT heard the neighbors so they are going forward with a process that allows the Trust to test a six bedroom project and if that does not work it would allow the Trust to move forward with the seventh bedroom. The neighbors would continue to be updated on the status of the project once the RFP responses are received.

Ms. Kablack said that the RFP is currently written for six bedrooms. One of the two-bedroom units is a detached structure at 100% area median income and the two two-bedroom units are designed as a duplex at 80% area median income. The estimated ideal project budget is based on the current sales price for those. She cautioned that the sales price could fluctuate depending upon the timing of the sales of the units and the interest rate at that time. The budget also includes a \$200,000 additional subsidy from the Sudbury Housing Trust. She said that up to \$790,000 was allocated for this project budget. In terms of making the project more economical she said that the three options on the table would be to include one a three bedroom unit, to have the Trust contribute more towards the project, or not do the project at all.



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The Board then reviewed the RFP. For the neighbors' benefit she noted that section 7 dealt with the number of bedrooms and the format of the structures along with their affordability. She said that most everything else was included in the Comprehensive Permit and if something that was part of that Comprehensive Permit should not work amendments would need to be sought which would involve a public process. The budget appeared on page 5. Page 4 details the assumptions made. It is the Housing Trust's hope that developers can make the budget work. She said that an additional exhibit would be a Mass Housing Preliminary Construction Budget. The total project budget is \$764,000.

She noted the criteria for selecting the developer. Among other things, one of the major criteria is that the developer should have experience in small-scale affordable developments. They would also need experience with 40B and be an LLC. Ms. Kablack said that the Housing Trust already has a lot of information that can be provided to the developers in the way of maps, studies, concept plans, and outline specs which would help them.

Bob Morrison said that the summary appeared to be on target. He recommended that the add/alternate be added for the seventh bedroom to streamline the bidding process should it be determined that six bedrooms are not feasible. Mr. Aray said that they had considered this and they are asking for submissions of two proposals. Mr. Kaye felt that was reasonable.

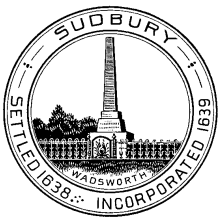
Mr. Aray raised the question about how the Housing Trust wanted to handle the Trust's subsidy which could be lessened with the seventh bedroom. Mr. Kaye suggested waiting to see what the budgets look like and evaluate at that point. Others agreed that waiting on a decision would be fine because they are asking for an estimated ideal budget.

Ms. Kablack said that the plan was to hold a pre-bid conference before the developers had submitted their proposals. She said that Town Counsel said that the Housing Trust cannot just amend the RFP but it would need to be re-issued because it would affect who submits a proposal.

Mr. Aray then asked the Housing Trust what its preference was for number of bedrooms, six or seven. Mr. Kaye felt that more bedrooms is preferable to increase available family housing and variety of housing options in Sudbury which is one of the Housing Trust's goals. Mr. Buoniconti said that a three-bedroom unit would likely attract a family. A three-bedroom unit may also be more marketable, however Ms. Kablack added that the units would sell well.

Discussion about parking ensued. Mr. Kaye felt that this concept would not attract a lot of cars as it was not a high-density development. Ms. Kablack said that parking could be monitored through the condominium documents to ensure that there was no abuse of parking. The Housing Trust itself also monitor its affordable housing stock.

Mr. Buoniconti asked whether any of the neighbors who were present had any questions or concerns. Dominic Vingiano, 5 Hamblin Lane, questioned where the parking spaces would be. Ms. Kablack said that she had provided everyone with a concept plan that showed six spaces and up to eight would be provided per the Comprehensive Permit. The developer would ultimately design and propose the parking plan. Mr. Buoniconti noted that the unit structures would be obscuring the parking spaces. Mr. Vingiano asked whether the Housing Trust had considered what would happen if a resident had a big party. Mr. Buoniconti said that the residents would have to talk amongst themselves to determine where guests would park in the event of a party. He compared it to his own experiences of hosting parties where guests



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had to park on surrounding streets for the duration. Mr. Kaye noted that the driveway itself is quite wide and could accommodate cars temporarily. Mr. Morrison said that parking would be the same for a six-bedroom development as a seven-bedroom development. The additional bedroom would not increase parking needs. Mr. Aray said that he condominium documents would also impose conditions about guest parking so that cars do not add to congestion on surrounding streets.

Susan Vingiano, 5 Hamblin Lane, asked who would serve on the condominium board. Ms. Kablack said that it would be the homeowners. She said that while the Housing Trust monitors the activities at the site a member of the Housing Trust can be a non-voting member of the condo board for a period of five years. She said that every affordable homeowner in Sudbury must go through first-time homebuyer training before purchase.

Ms. Vingiano asked whether landscaping would be included in the overall budget. Ms. Kablack said that it would and the developer would be responsible for landscaping the development after construction. The Housing Trust would approve the landscape plan.

Ms. Vingiano said that she was impressed with the concept plans which she felt better about than the previous plans. She added that this development would be nicer to see than a vacant lot and as long as parking worked out well it would be a nice addition. She said that she was glad to be included in the process. Mr. Vingiano also agreed with the approach the Housing Trust would be taking.

The Board agreed to go forward with the RFP requesting the six unit plan with the seventh bedroom add-on. Ms. Kablack said again that the Housing Trust did go before the ZBA to ask whether the seventh bedroom would be problematic and they did not have any issues with that scenario and it would be an amendment that they would approve.

Pat Brown, 34 Whispering Pine Road, had a question about section 5 of the RFP relating to the septic and soil and asked whether the septic system proposed would be an adequate size for the development. Ms. Kablack said that preliminary soil testing demonstrated the soils were adequate for over 7 bedrooms.

Ms. Kablack and Mr. Aray will revise the RFP with the revisions discussed and will present the next draft at the January 24 Trust meeting for final approval.

Next on the agenda was signing the Local Initiative Program (LIP) Application for the Sudbury Housing Authority unit at 16 Willis Lake Drive. Ms. Kablack said that the SHA is purchasing a house for rental using CPA funds approved several years ago. As they are getting ready to close on the property in order to get it listed on the affordable housing inventory they need to complete a LIP application which requires the Sudbury Housing Trust to sign it. The Board agreed to do so and the application was signed.

The next meeting of the Housing Trust will tentatively be Friday, January 24, 2014 at 8:00 a.m. at the Flynn Building. There being no further discussion, the meeting was adjourned at 9:15 am.