



# Town of Sudbury

*Sudbury Housing Trust*

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## **SUDBURY HOUSING TRUST MEETING MINUTES**

Friday, January 25, 2013

8:00 a.m.

Flynn Building, Silva Room, 278 Old Sudbury Road

Present: Michael Buoniconti, Chairman; Peter Abair; Peter Crowe; Daniel Hewett; Amy Lepak; Robert Morrison; Lydia Pastuszek;

Regrets: Andrew Kaye and Larry O'Brien

Staff Present: Beth Rust, Community Housing Coordinator; and Jody Kablack, Director of Planning and Community Development

Sudbury Housing Trust Chairman Michael Buoniconti called the meeting to order at 8:00 a.m.

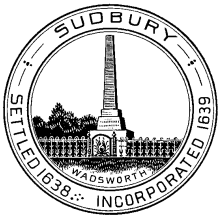
Mr. Buoniconti asked whether any members had any new news to share. Ms. Pastuszek provided an update on the status of the Sudbury Housing Authority as it pertains to Governor Patrick's proposed legislation to consolidate and regionalize housing authorities and pool their administrative and maintenance functions, thereby disbanding local housing authorities. She opined that this would have a negative impact on Sudbury's Housing Authority which has been running well and has not taken subsidies. She said that it is hard to create affordable housing without the local input that a well-run local housing authority can offer. Ms. Lepak questioned whether increasing audits would serve to catch mismanagement within housing authorities. Trust members discussed whether the Housing Trust should weigh in on the issue and vote to support reform of the proposed legislation. Ms. Kablack said that she would gather more information about Governor Patrick's proposal.

Next on the agenda was approval of the October 24, 2012 and November 28, 2012 minutes and ratification of October, November, and December 2012 financial transactions. Mr. Abair questioned whether expenses for advertising lottery services could be reduced given the trend toward greater reliance on social media and list-servs. Ms. Rust noted that the greatest advertising expense was the Community Newspaper Company and CNC's print ads. There are certain advertising requirements for reaching local and minority applicants so doing away with print ads is not feasible at this point in time. Town web sites, Craig's List and online advertising are the current vehicles used for advertising Sudbury's lottery services along with direct mail. The Housing Trust keeps an up-to-date general mailing list for anyone who calls or e-mails their interest in being notified of opportunities. Ms. Rust said that she would look into finding less expensive ways to utilize print and on-line media. She said that in some cases she has been able to combine outreach efforts to advertise more than one project in one ad or mailing. The latest Sudbury opportunities for Landham Crossing and the Home Preservation Program was one example where this happened.

Mr. Hewett said that advocacy and outreach are often the biggest expenses for nonprofits. The question then becomes what is the most effective means of outreach. Lottery applications currently ask applicants to note how they heard about the various lotteries. Mr. Buoniconti asked Ms. Rust to look into other ways to track how the applicants are learning about the lotteries.

Motion duly made and seconded, unanimous:

VOTED: To approve the minutes of the regular sessions of October 24 and November 28, 2012.



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Motion duly made and seconded, unanimous:

VOTED: To ratify the October, November, and December 2012 financial transactions as presented.

Ms. Rust then provided an update on the FY13 Home Preservation Program. She said that under 30B regulations an RFP was issued soliciting properties in Sudbury. The deadline was set for the end of January 2013. She said that to date the Housing Trust had received one proposal, which is not atypical for this time of year. The spring housing market would perhaps yield more proposals. Ms. Rust reported that the lottery for both the Home Preservation Program and Landham Crossing would be held January 31, 2013. A subcommittee of Housing Trust members to include Ms. Pastuszek, Mr. Morrison, and Ms. Lepak would tour the homes proposed for the Home Preservation Program.

Ms. Rust then provided an update on the 278 Maynard Road project. A scope of work from Davis Square Architects based in Somerville had been circulated among the Housing Trust members for review. As they were the only respondent the Housing Trust agreed to work with the firm. Ms. Rust said that a thorough review of the expected product had been discussed with Davis Square Architects and the Housing Trust could expect to see some drawings as early as late February. A subcommittee of Housing Trust members to include Mr. Kaye, Mr. Hewett, and Mr. Crowe would meet along with Davis Square Architects at that time.

Motion duly made and seconded, unanimous:

VOTED: To accept the contract for Davis Square Architects for work at 278 Maynard Road.

Next the SHT reviewed a contract proposal for lottery and monitoring services for the Town of Dover. All members voted to proceed with lottery agent services.

Motion duly made and seconded, unanimous:

VOTED: To accept the Dover lottery agent contracts.

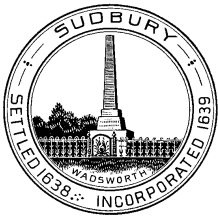
A draft copy of the Sudbury Housing Trust's Annual Report was then reviewed. Minor modifications were made to the text and the Trustees voted to approve the Annual Report for submittal to the Selectmen's Office.

Motion duly made and seconded, unanimous:

VOTED: To accept the 2013 Annual Report as edited.

Under the agenda item Community Outreach, Trustees discussed standardizing its meeting times. The Sudbury Housing Trust will now hold future meetings on the fourth Friday of each month beginning at 8:00 a.m.

Trustees agreed that the Housing Trust should continue writing Letters to the Editor for publication in the *Sudbury Town Crier*. The last article written by Lydia Pastuszek and Peter Abair about the Small Grants Program was well-received, given comments from the public. Therefore all agreed that these efforts should continue in order to increase the public's awareness about the work of the Housing Trust. Peter Crowe said that he would write an article with an update on the 278 Maynard Road project.



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The Trustees also agreed to invite David Levington, a Sudbury Resident and Chairman for the Council on Aging, to the next meeting. Mr. Levington has been interested in speaking with the Housing Trust about the Council on Aging's constituency and its future plans.

There being no further discussion, the meeting was adjourned at 9: 20 a.m.