

# Town of Sudbury

*Sudbury Housing Trust*

Flynn Building  
278 Old Sudbury Rd  
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## **SUDBURY HOUSING TRUST MEETING MINUTES**

Friday, March 22, 2013

8:00 a.m.

Flynn Building, Silva Room, 278 Old Sudbury Road

Present: Michael Buoniconti, Chairman; Peter Abair; Daniel Hewett; Andrew Kaye; Amy Lepak; Robert Morrison; Larry O'Brien; and Lydia Pastuszek

Regrets: Peter Crowe

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

Mr. Buoniconti called the meeting to order at 8:00 a.m.

First on the agenda was the approval of the February 22, 2013 minutes. There were no changes that needed to be made.

Motion duly made and seconded, unanimous:

VOTED: To approve the minutes of the regular session of February 22, 2013.

Next the Housing Trust discussed ratification of the February 2013 financial transactions. Ms. Rust noted that there were only a few updates in the area of lottery services. There were no questions raised or changes to be made to the financials.

Motion duly made and seconded, unanimous:

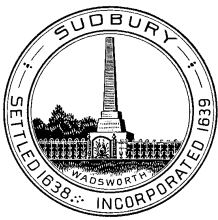
VOTED: To ratify the February 2013 financial transactions as presented.

Next the Housing Trust discussed lottery agent services. Citizens Housing and Planning Association (CHAPA) is the monitoring agent for Carriage Lane in Sudbury. The Sudbury Housing Trust discussed executing a Memorandum of Understanding with CHAPA so that if any unit were to come up for resale at Carriage Lane then the Sudbury Housing Trust would be CHAPA's lottery agent. The fee structure would be similar to other lottery contracts. All members voted to proceed with lottery agent services.

Motion duly made and seconded, unanimous:

VOTED: To accept the contract with CHAPA so that the Sudbury Housing Trust would become the resale agent for Carriage Lane, Sudbury.

With the 2013 Annual Town Meeting approaching the Trustees agreed to prepare a set of talking points for the next Housing Trust meeting on April 26. Mr. Buoniconti said that he would give the presentation at Town Meeting unless anyone else volunteered to give it. There was a brief discussion about rotation of the Housing Trust's chair and vice chairmanships. Determinations would be made at the April 26 meeting about who would like to next fill those roles.



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Ms. Rust said that the Selectmen would be holding a meeting on April 9 to preview the Housing Trust's article for Town Meeting. She said that a Trust representative would need to present the article to the Selectmen and have a brief Q&A session with the public to follow.

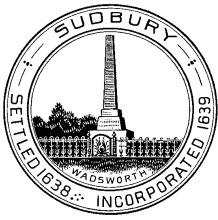
Ms. Rust then provided an update on the FY13 Home Preservation Program. She said that the Housing Trust was poised to make an offer to the homeowner for the property proposed at the last Housing Trust meeting however as the Housing Trust was working within the time constraints of the RFP period the homeowner unfortunately had to accept another offer on the house before the RFP period was up. Therefore the property is no longer available for the Housing Trust. A new RFP will need to be issued to identify additional prospective properties. Ms. Kablack added that to avoid this in the future a solution could be to have an ongoing RFP.

Cliff Boehmer, Principal of Davis Square Architects, was present to walk the Trustees through a preliminary revised site plan and floor plans for 278 Maynard Road. Mr. Boehmer explained that Davis Square Architects is a firm that has been specializing in affordable housing projects for thirty years. He explained that he was hired to review the previous plans by NOAH Inc. to see where new designs could save the project money without losing its character. In his opinion the original plan was over-designed with proposed finishes that exceeded normal DHCD standards. Mr. Boehmer said that in the re-design long-lasting and good-looking materials could be used, unit sizes could be made smaller and those changes would yield cost-savings. He also identified logistical problems with the overall design of the previous three-unit structure. Namely, basements had been proposed for an area with a high water table. He suggested that eliminating basements would help grading issues tremendously which would also lower costs. He also noted that one of the units in the original proposal was designated an accessible unit, which is not required by state standards for accessibility. Eliminating the accessible designation would save the project money and allow fewer design restrictions.

Mr. Boehmer then passed around a simple preliminary site plan which divided the single building into two, with the results being a small major and minor building. The structures do not need to be pushed as far back into the hillside as originally designed. Garages with interior parking were eliminated. Each unit would have two parking spaces. Entrance to the site would still be from Maynard Road as was proposed before, but due to the new design the site could have its own driveway pushed as far from the intersection of Fairbank and Maynard Roads as was possible and the easement from the neighbor for a shared driveway would no longer be necessary. The driveway would have a width of sixteen feet and would include a four foot walkway. Firetrucks and emergency vehicles could maneuver on a driveway that width. The septic system would be fully engineered as before in the same location as proposed. Space can accommodate the leaching field and stormwater management. The side and front setbacks are the same as before. The floor plans were to be simplified without diminishing the livability of the units.

In the next phase the plan with modifications would go to a civil engineer. An RFP would need to be issued and the ZBA permit amendment process could happen before or after the RFP was issued. Mr. Boehmer said that the figure of \$180 per square foot for hard costs was selected based on his experience with building these types of projects. Site work was factored into this figure. These buildings would be kept within the flat part of the site, parking would be minimized, and the site plan was simplified.

Sudbury Resident Steve Tripoli, 31 Marlboro Road, was in attendance. His initial impression was that the revised site plan fits better than the original plan. He was surprised that seven bedrooms were proposed because he recalled that during the ZBA approval process the neighbors had an informal



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agreement with the Housing Trust that there would be a maximum of six bedrooms. Ms. Rust clarified that the new plans show the larger building with two two-bedroom units and the stand-alone building would have a three-bedroom unit. Trust members said that they were focused on planning a three-unit project and the extra bedroom was an unintentional oversight when trying to balance out costs and marketability. A discussion ensued about the feasibility of making a six-bedroom project in the current housing market. Ms. Rust said that two bedrooms can be limiting for a family of four, for example, therefore having one three-bedroom unit would allow rooms for children of different genders and thus may be attractive for the community. Mr. Tripoli cited density and increased traffic as reasons for limiting the number of bedrooms.

Overall the Trustees supported the changes because there would be less excavating, the size of the buildings fit well on the site, unit size was modest and reasonable, and because parking was hidden by the buildings. The general impression was positive. It was agreed that community support was essential to proceeding. No vote was taken at this meeting about whether to approve the plans. Further discussion will follow at the April 26 meeting.

Mr. Buoniconti asked whether there was any new business to discuss. Ms. Kablack notified the Housing Trust about a State of the Town Forum that will be held in the fall. She said that Town Manager Maureen Valente is looking for input on whether or not the Housing Trust would like to participate by providing an update on upcoming projects. Housing Trust members could submit comments about the forum to Ms. Kablack via e-mail. Members agreed that the Housing Trust should participate.

There being no further discussion, the meeting was adjourned at 10:00 a.m. The next meeting of the Sudbury Housing Trust will be Friday, April 26, 2013 at 8:00 a.m. in the Flynn Building.