

# Town of Sudbury

*Sudbury Housing Trust*

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

Tuesday, August 12, 2014

8:00 a.m.

Flynn Building, Silva Room, 278 Old Sudbury Road

In Attendance: Lydia Pastuszek, Chair; Mike Buoniconti; Peter Abair; Andrew Kaye; Amy Lepak; Bob Morrison; and Larry O'Brien.

Staff in Attendance: Leonardi Aray; Jody Kablack; Jim Kupfer; and Elizabeth Rust.

Members of the Public in Attendance: Pat Brown, Dan DePompei, and Kelley Cronin

Ms. Pastuszek called the meeting to order at 8:05 a.m.

First on the agenda was an interview with trustee candidate Kelley Cronin. Ms. Cronin is a Sudbury resident and is the Executive Director of the Acton Housing Authority. She has served on the Board of the Sudbury Housing Authority and volunteered at Sudbury schools. Ms. Cronin said that Acton's affordable housing program is similar to Sudbury's in that there are scattered condominiums, some being rental, and so she would be happy to serve to use her experiences to assist the Housing Trust. Ms. Rust noted that she and Ms. Cronin have worked together with the Regional Housing Services Office and on the SHA board.

Mr. O'Brien said that he was pleased to see Ms. Cronin's application. He recalled her experience on other boards and her qualifications and felt that she would bring some new perspective and ideas to the Trust. He said that he would support her becoming a member and would recommend her appointment to the Selectmen.

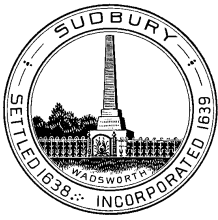
A motion was made and unanimously voted to recommend that the BOS appoint Ms. Cronin to the Sudbury Housing Trust.

Ms. Rust explained that with the addition of Ms. Cronin the Housing Trust would have eight members. There needs to be a minimum of five with one representative from the BOS. She said that a notice of Board vacancy has been advertised since the beginning of May. It was decided that the Board should continue advertising for one additional member. It was suggested that Board members talk to people in town who might have architectural and banking experience to round out the experiences of the Board.

Next the minutes from June 5, June 18, and June 30 meetings were reviewed. No changes were requested. A motion was made and unanimously approved to accept the minutes.

Following was a discussion and vote of the Housing Trust to ratify the financial transactions for June 2014. Ms. Rust walked the Board through the financials, and this was voted unanimously.

The Board then discussed the FY15 Budget. Ms. Rust went through all of the features of the budget. She explained that the budget shows a projection of \$55,000 in fee income. \$51,000 was budgeted for FY14 and revenue came in at \$49,000. The Housing Trust has historically never done any marketing for that service because there has not been a need to market it. The Housing Trust is meeting its projections in that regard. The Budget will be presented to the Selectmen later this fall.



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Mr. Morrison asked about the proposed buy-down of the third unit at Maynard Road. It was explained that with that there would be three units at 80% affordability. The original RPF went out to bid with only two affordable units required, but the Housing Trust is considering three units at 80%, requiring additional subsidy of approximately \$80,000. All three units would count on the Subsidized Housing Inventory (SHI) and would count toward the 10% affordable housing goals.

Ms. Pastuszek asked if a decision on the additional subsidy could occur later in the project timeline. Ms. Kablack noted that, for the budget discussion, we wanted to demonstrate that the additional \$80,000 was available should the Trust decide to create 3 80% units.

Ms. Rust said that the Housing Trust would be voting a budget with another Home preservation unit in the plans as well. If, however, there is no house available to create a Home Preservation unit then that money would be able to go back into the budget.

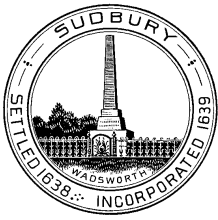
The vote on the budget was temporarily tabled while Mr. O'Brien attended a brief, unrelated Selectmen's meeting.

Next the Housing Trust discussed the 278 Maynard Road Project Update. Plans are now available and have been circulated via e-mail. Ms. Kablack noted that there was a meeting with the neighbors on Thursday September 7, 2014. Neighbors also had been e-mailed copies of the plans. Currently the plans call for two buildings, a house with carriage barn, with a circular driveway. The driveway design evolved after a staff meeting. She said that there was always a concern about parking behind the house and the total amount of impervious surface. Issues included too much asphalt, no back yards, and complicated access for fire and other emergency personnel. Transformations' Engineer, Mark Beaudry, created the drive after looking at the turning radius for a fire truck. Ms. Kablack said that neighbors who weighed in did not indicate any issues with having parking in front of the buildings. It was noted that in most Sudbury neighborhoods, residents park their cars in front of their house so having the parking arranged in this manner now looks more typical and in scale with single family residential development. There is also less impervious surface. The two-unit house is closer to the street and the unit in the barn is located toward the back of the property. In regard to the neighbors meeting Ms. Kablack said that only three residents attended - the new direct abutter, Steve Tripoli, and one other neighbor. She noted that the direct abutter did not want parking in the back of the lot, which would be closer to her home, and instead supported the circular drive. Ms. Kablack said the circular drive also accommodates visitor parking in an informal fashion.

Mr. Kaye noted that another difference with the latest plans is that drainage flows to the west of the parcel to accommodate hill drainage. There is a diversion swale at the top. A Presby system would be used for the septic system which is not a mounded system. Another benefit of the Presby system is that the leaching field can be smaller.

The Housing Trust will meeting with the Zoning Board of Appeals on Sept 8, 2014. There are approximately twenty specific modifications being requested. After the Comprehensive Permit is modified, it is hopeful that the building permit can be obtained before the winter.

In regard to the architecture Mr. Aray said that they are still in process. Entry issues have changed. Back yards have been added and new drawings will be submitted. The plans will also be discussed with the Design Review Board prior to the ZBA meeting on Sept. 8th.



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Transformations is working on the specific materials that will be used. They are trying to find new products that are innovative. Therefore finalizing the site plan and getting through the ZBA process are priorities. The next Housing Trust meeting will probably address any outstanding design issues.

Ms. Pastuszek asked whether any member of the public in attendance wished to comment. There being no questions or comments, the Trust then moved on to the vote.

A vote was taken to approve the prepared memo dated August 13, 2014 from the Sudbury Housing Trust to the Zoning Board of Appeals requesting the Comprehensive Permit modifications. The content of the memo was unanimously approved.

Ms. Rust then walked the committee through the list of lottery services provided and explained various new contracts available. After some discussion the Trust voted unanimously to accept contracts for Needham Place, Acton Post Office Crossing, and Acton Blanchard Place.

Next the Housing Trust discussed whether a buyer would be allowed to close on a unit at Landham Crossing before completing the First Time Home Buyer course. Ms. Rust said that the prospective buyer is committed to taking the course but due to scheduling was not able to get to the course prior to the closing date. Therefore the Board needed to vote to approve an exception for purchase. Ms. Rust has correspondence from the buyer and was not concerned about the buyer's willingness to make himself and his family successful. The Housing Trust voted unanimously to allow the exception.

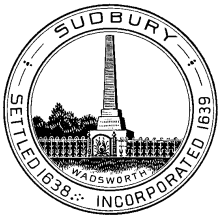
An update was given for the status of the most recent Home Preservation Project. The closing is happening soon. Updating the kitchen is the most significant concern. A dehumidifier was going to be needed for the basement. All else is on track.

The Eddy Street repair project was not yet completed and discussion of progress will be added to the next Housing Trust agenda.

Ms. Pastuszek said that the Sudbury Housing Authority had not met in July so there was not any new business to discuss at this time.

Ms. Kablack reminded all of the board members that they will need to take the ethics training course as part of their responsibilities.

The Housing Trust then discussed whether or not to hold a Community Forum in order to recommend housing policy to the Board of Selectmen. The goal of the forum would be to see what the community's thoughts are on affordable housing in Sudbury. The Housing Trust needs to decide if it will organize and sponsor a forum. Also it was noted that the public forum for developing the Housing Production Plan in 2011 was the last major public meeting on housing policy. The Housing Trust liked the structure of the previous Housing Roundtable as it was very productive. Ideally the Trust discussed scheduling a roundtable or forum prior to the next town meeting, perhaps in the winter. Staff was then directed to come up with an agenda or an outline and determine objectives for the forum, along with the logistics on how it would run. The main goal is to determine what the greater community may be thinking about affordable housing (do we want to be proactive or reactive in reaching the 10% goal) and to find out what the community wants. Representatives from the different housing communities could be asked to give their perspectives on what is available for housing stock. Examples of the different kind of housing would be Longfellow Glen, scattered sites, and condos such as Landham Crossing, etc. The



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information may be particularly useful in determinations for the Melone property. The Community Forum will be discussed at the next Housing Trust meeting.

Ms. Rust noted that The Coolidge at Sudbury expects that occupancy will begin in September. At this point thirty of the 64 units will be occupied by current Sudbury residents.

In regard to the Maynard Road budget, a poll of the Board was taken to see if the budget could be voted on. Most members saw the merits of the spending additional funds to create the 80% AMI unit. Mr. Kaye was in the minority for creating a 100% AMI unit, which would benefit town and school professionals who are generally just over-income for the 80% units. A motion was made to increase the Housing Trust subsidy for the project by \$80,000 to achieve 80% AMI on third unit at 278 Maynard Road. Mr. Morrison, Ms. Lepak, Mr. Buoniconti, Mr. O'Brien, and Mr. Abair voted for approval, and Ms. Pastuszek and Mr. Kaye voted against, preferring the 100% affordable third unit option.

Next a motion was made to approve the FY15 budget for the Sudbury Housing Trust. There were no changes made. The vote was unanimous.

The next meeting of the Sudbury Housing Trust will be held on Tuesday, September 23 at 8:00 a.m. in the Flynn Building, Silva Conference Room.

There being no further business the meeting was adjourned at approximately 9:20 a.m.