

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 MEETING MINUTES

Thursday, October 21, 2014

8:00 a.m.

Flynn Building, Silva Room, 278 Old Sudbury Road

In Attendance: Amy Lepak, Vice Chair; Peter Abair; Kelley Cronin; Andrew Kaye; Bob Morrison; and Larry O'Brien

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

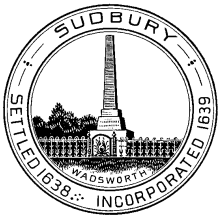
Vice Chair Amy Lepak called the meeting to order at 8:05 a.m.

Minutes from the September 23 and September 25, 2014 meetings were discussed and unanimously approved with no changes.

It was agreed to hold off on taking a vote to ratify the September financial transactions until November 2014 however, Ms. Rust gave an update on the first quarter report. She noted that all was as expected and financial projections were on target. The Housing Trust was just awarded a lottery contract in Framingham which will bring in approximately \$40,000. The Housing Trust was also awarded the contract for Brookside Square in West Concord which is an affordable rental property.

The project at 278 Maynard Road is moving forward with schematic plans available for approval by the Housing Trust. Mr. O'Brien reported that Ms. Pastuszek presented plans to the Sudbury Board of Selectmen and received the requisite approval to sell the property, pursuant to the Housing Trust charter. Mr. Aray described the interior floor plan. Framing plans were discussed. Walls will impact future residents' furniture arrangement. Trust members talked about kitchen cabinets, and the location of the washer and dryer inside master bedroom. Ms. Kablack noted that the plans still show wood siding, however the final product will be vinyl. She said that the date on the plans may also be incorrect and would need updating. There was a discussion about having a maintenance-free exterior and whether aluminum gutters should be installed on the duplex. Mr. Kaye and Ms. Lepak said that there should be no gutters. The single family unit does not have gutters while there were gutters for the duplex. In the end it was determined that the gutters as shown were fine. Mr. Morrison asked whether the roof was unvented. Mr. Aray said that there would be insulation in the attic and a soffit vent. The construction subcommittee for the 278 Maynard Road project consisting of Amy Lepak, Andrew Kaye, Bob Morrison, and Leonardi Aray would be carefully reviewing the plans before they are finalized. It was decided that the plans were not ready for approval at this point. Mr. Morrison requested the construction specifications be submitted for review prior to Trust approval.

Ms. Kablack said that the groundbreaking for the project would not happen until the spring of 2015, which was later than hoped. The project was delayed by the conditions necessary to obtain Mass Housing final approval. Transformations will most likely own the property by the end of 2014, or early 2015, however. When the weather breaks in the spring they will have building permit. The next plans that the Housing Trust will see will be construction documents. Transformations will be asked to write up their construction plans. Total construction time could take six months. The development services agreement will be signed soon.



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

A vote was taken and unanimously approved to assign the comprehensive permit decision to Transformations, Inc. DBA 278 Maynard Road LLC.

Mr. Kupfer then gave update on the small grants program. The Housing Trust discussed the status of the Eddy Street property where the solar water heater installation seemed to fix the basement water leak issue. A plumber has inspected the site as did the Sudbury Water District. The Water District did not hear a leak at the connection to the house so they eventually dug up the curb line to confirm that there was no leak. None was to be found. The homeowner also reported that there have not been any new leakages. Therefore, no emergency funds as previously approved by the Housing Trust have been spent. Mr. Kupfer said that he would stay in touch with homeowner to keep tabs on it. As for the reason for the water collection in the basement Mr. Morrison said there has been heavy water after rainstorms so it could be caused by a gutter issue. A broader discussion with the homeowner about home maintenance is on-going. Mr. Kupfer said that he had spoken with the homeowner about applying to the small grant program for kitchen repairs, and he has facilitated three contractors to prepare estimates.

The Housing Trust then reviewed the various applications received for the October 2014 Small Grant Program. Mr. Kupfer said that \$15,000 was budgeted for this round. Grants can be given up to the amount of \$5,000.

Mr. O'Brien asked about senior assistance noting that three of the eight applicants were seniors. He also asked if there was a way to put a deed restriction on a property so that the Housing Trust can track the houses where small grant funds had been used when they are sold. Ms. Rust said that a lien on the property may work instead so that the grant gets paid when the property sells. It was noted, however, that people would need lawyers to assist them with the closing process and that could pose a problem for the homeowners. It was agreed that this should be an agenda item for discussion in the future.

Requests for small grants included a \$1,050 request to repair a hole in a gutter and replacement of a fascia board (\$1,050 unanimously approved for the full amount with the condition that the full fascia board be replaced and painted); \$4,160 for a bay window and plumbing work (\$4,160 unanimously approved); \$4,950 to seal an exterior door and replacement of a rotting deck (denied); \$4,000 for tree removal (denied); \$5,594 for roof replacement (denied); \$4,200 for window replacement (denied given that the Mass Save program could provide alternative assistance); \$3,000 for the removal of trees and replacement with a lawn on a deed restricted property (\$3,000 approved by the majority of the Trust with the condition that the homeowner commit to ongoing maintenance. The grant would help bring this property into conformity with the terms of the site.); \$4,500 for another deed restricted property for kitchen repairs, specifically a leaking sink and open electrical outlets. (\$4,500 unanimously approved with the Housing Trust paying the contractor directly.)

Ms. Kablack noted that a developer met with her to discuss the possibility of a 40B project at a location at 212 Pratts Mill. The scope would have been approximately four units on a three-acre parcel but there is not enough frontage. The Housing Trust determined that they did not have the time or resources to take on that project.

The Housing Trust will be represented at the Sudbury Town Forum by Amy Lepak, Andrew Kaye, and Elizabeth Rust.

There being no further business the meeting was adjourned at 9:55 a.m.