

Town of Sudbury

Sudbury Housing Trust

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SUDBURY HOUSING TRUST MEETING MINUTES

Friday, December 5, 2014

8:00 a.m.

Flynn Building, Silva Room, 278 Old Sudbury Road

In Attendance: Lydia Pastuszek, Chair; Amy Lepak, Vice Chair; Kelley Cronin; Andrew Kaye; and Bob Morrison

Absent: Larry O'Brien, Michael Buoniconti, Peter Abair,

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

Ms. Pastuszek called the meeting to order at 8:00 a.m.

The Board reviewed the minutes from October 21, 2014. Minutes were unanimously approved with no changes.

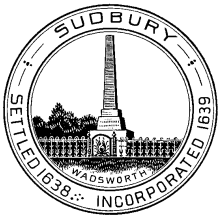
Ms. Rust reported that the kitchen project at Eddy Street that was funded through the Small Grant Program has been completed. Pictures submitted showed beautiful work. An additional project at a property on Pratt's Mill is about to proceed forward. The board discussed whether or not it would be a good idea to put a time frame by which work would be started and completed as a condition on the grant. No decision was made on this idea.

Ms. Rust presented a report of the financial transactions for September and October 2014. There was nothing out of the ordinary to report. A motion was made to approve the financial transactions. There being no further discussion the board voted unanimously to approve the financial transactions.

Discussed ensued about The Coolidge at Sudbury which is almost fully rented. The question was raised about local preference and Ms. Rust said that it was her understanding that the property was under-subscribed for local preference. All qualified local applicants were accepted. To clarify what are the available senior affordable rental housing options in Sudbury the Board then discussed the differences between Musketaquid Village and The Coolidge at Sudbury.

Ms. Kablack noted that the Town has changed legal counsel services effective January 1, 2015. Barbara Saint André from Petrini and Associates will be the new Town Counsel. As of now fees for legal services for the SHT are unknown however it is not anticipated that the budget will be impacted dramatically.

Next the Board discussed authorizing up to \$6,000 for incremental support through the Regional Housing Services Office (RHSO). She explained the FY15 RHSO budget describing the shared costs and monitoring for Sudbury, the HOME program for Sudbury, other local support (for example Frost Farm), and SHT support. Ms. Rust said that if the SHT does not want to contribute additional fees for staffing the other option is that the SHT will simply receive fewer services until the end of the fiscal year. The RHSO is more expensive in this budget round because the RHSO has moved to Concord and staff are paid as consultants rather than as Sudbury Town Employees. Bulk of work provided to Sudbury by the RHSO is the housing lottery work which would be economically beneficial for the SHT to continue. Ms. Rust procures the contracts for the lotteries but Ms. Margolis does the administrative work. She explained the budget for all participating towns in the RHSO. The SHT then voted additional funds not to exceed \$8,824.



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Ms. Rust then presented a summary of the HOME Program strategic plan. Sudbury receives a small amount of federal funds through the HOME Consortium which amounts to approximately \$8,500 annually. Sudbury joined in 2004, and has completed one buy-down unit at Old County Road, and a grant for The Coolidge at Sudbury with HOME funds. A motion was made to accept the strategic plan as presented. All approved.

Next was an update on the project at 278 Maynard Road. The SHT is still waiting for the construction specifications from Transoformations to ensure they are compatible with the RFP documents. There were still some questions about the solar lease and trash collection. Ms. Rust reminded the Board that a member of the Housing Trust has to sit on the condo board (non-voting) for a minimum of five years. Ms. Cronin said that she would get some sample language from Acton's properties that will help the SHT craft language. Discussion about the trash disposal location was left unresolved for the time being. There may be an additional cost for the SHT to design something for trash storage.

As for gutters it was recommended that gutters be removed from both buildings. Attic storage is being resolved. HVAC issues are resolved. A flooring sample will be reviewed by the subcommittee but most likely this will be a vinyl product selected for a wood plank look. It was reported that final approval by Mass Housing was taking a while.

Ms. Kablack noted that groundbreaking for the project will be delayed until spring of 2015. The closing will happen in February or March so that they can get to work soon after. It is anticipated that all work will be done by November 30, 2015. The schedule is determined by when Mass Housing grants final approval of the project because this is a 40B project. A motion was made to authorize Ms. Pastuszek to execute and sign the Purchase and Sale Agreement once the final draft has been approved by the SHT Subcommittee and Sudbury Town Counsel. The motion was seconded and all were voted in favor.

As a potential new initiative Ms. Pastuszek noted that 505 Hudson Road, a brick cape, has been for sale for approximately one year. It sits on a full acre of land. Ms. Pastuszek asked whether the Housing Trust would be interested in buying the property and building another house. The property would lend itself to being a teardown. There is one-acre zoning in the location. Ms. Lepak said that the scenario sounds similar to 278 Maynard Road which may not be favorable. The Board discussed a potential Habitat duplex but that would require neighborhood support. Discussion was tabled for a later date.

Ms. Pastuszek presented the Sudbury Housing Authority update noting that the driveway at Muskatequid Village has been moved due to the construction of the police station.

She said that legislation has been passed to regionalize Housing Authorities. Before the state-wide regionalization occurs there has been an ongoing effort for smaller Housing Authorities to find cooperative ways to operate. Ms. Cronin said that Housing Authorities want to collaborate in the area of resident services. There was not a real sense of the regionalization time frame.

Ms. Pastuszek said that the SHA still has CPA funds waiting in an account for use to purchase a condominium. She wondered whether the Housing Trust and Housing Authority could team up to work on a homeownership and rental project together. Trust members thought that scenario had merit. The Housing Authority could then manage the unit. It was decided that at future meetings the Housing Trust should set aside time to discuss new initiatives.

There being no further business the meeting was adjourned at approximately 9:25 a.m.