

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

Wednesday, April 15, 2015
8:00 a.m.

Flynn Building, Silva Room, 278 Old Sudbury Road

In Attendance: Lydia Pastuszek, Chair, Vice Chair, Mike Buoniconti, Jay Zachariah, Amy Lepak, Peter Abair, Kelley Cronin, Andrew Kaye and Bob Morrison

Absent: Larry O'Brien.

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

Ms. Pastuszek called the meeting to order at 8:08 a.m. She thanked those members leaving and welcomed Jay Zachariah.

Ms. Pastuszek requested the Trust review the minutes of March 10, 2015. No comments were made. Motion by Mr. Morrison to approve Minutes and seconded by Mr. Abair.

Vote: All in Favor.

Liz Rust reviewed the financial transactions of February and March. A discussion of individual line items with further explanation of descriptions for FY15 transactions.

Vote to ratify the transactions for February and March made by Mr. Kaye, Seconded by Mr. Morrison, no further comments.

Vote: All in favor.

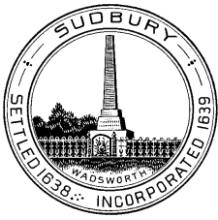
Ms. Rust reviewed the financial projections in detail. Started by reviewing the housing units created and average subsidies. Followed by a detailed review of revenues and expenditures. Further discussion on average unit subsidy for creating units. Ms. Rust followed by reviewing the net revenue summary worksheet that described the lottery work conducted by the Housing Trust. Ms. Rust stated that additional lotteries will happen this summer.

Ms. Rust, explained the RHSO, regional housing services offices, and announced the launch of their new website that will be multiphase. Having one interface for consumers and another one for administrators. She stated that it should be live in a few months.

Ms. Rust then requested the Trust review an old lottery agent proposal submitted for \$5,000 for the sale of two units, for the Acton Housing Authority. The Authority is run by Kelly Cronin, whom now a member of the Sudbury Housing Trust. Ms. Rust explained that since Ms. Cronin is a Trustee, this proposal represents a conflict of interest. The proposal was submitted and awarded prior to Ms. Cronin joining the Trust.

A Motion was made to withdrawal proposal, motion made by Mr. Zachariah second by Mr. Abair

Vote : All in favor



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Ms. Rust asked the Trust to accept a new Acton Re-Sale contract for Wampus Avenue.

Motion to accept Wampus Avenue, Concord re-sale contract made by Mr. Zachariah and second by Mr. Abair.

Vote: All in favor

Ms. Kablack presented packages for a proposal for council services with Petrini and Associates, Attn. Barbara Saint Andre. All real estate transactions are charge with an hourly fee. Weekly consultation is included in the retainer services. No additional charges for the basic legal services for the town. This was a clarification only and no action is needed.

Ms. Kablack explained that a Purchase & Sale Agreement extension was signed until the end of May for the Maynard Road project. Closing is scheduled for the end of June. A ground breaking event and signature of the deed is planned on the closing day.

Ms. Kablack further explained that the building subcommittee met and has been working with Transformations to finalize the language in the lease. Ms. Kablack asked if the Trust would like to have Town Counsel review this document. The Trust agreed to Town Counsel review.

Jim Kupfer presented a spreadsheet with a list of applicants for the Spring 2015 Small Grant funding round. Mr. Kupfer stated that he has reviewed all applicants for eligibility and the Trust will be voting to approve funding for only those eligible applicants.

Mr. Kupfer then went through the list of applicants and their requests. The Trust reviewed each applicant's request and prioritize them in order of need and health and safety concern.

Motion was made by Ms. Pastuszek to award grants to applicants: #68, #70, #71 and #74
Second by Mr. Abair.

Vote: All in favor

Ms. Kablack requested volunteers to present at Town Meeting for the Housing Trust's Community Preservation Committee request for funding.

Peter Abair will present and Lydia Pastuszek will be the back-up person.

Ms. Pastuszek shared with the Trust that this past winter left the Housing Authority with ice dam damage in the range of \$10,000, some of it will be covered by Insurance Claims.

There was no new information to report from the Sudbury Housing Authority.

There being no further business the meeting was adjourned at 9:40 a.m.