

Town of Sudbury

Sudbury Housing Trust

Flynn Building
278 Old Sudbury Rd
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SUDBURY HOUSING TRUST MEETING MINUTES

Tuesday, June 23, 2015

8:00 a.m.

Flynn Building, Silva Room, 278 Old Sudbury Road

In Attendance: Lydia Pastuszek, Chair; Kelly Cronin; Jay Zachariah; Amy Lepak, Vice Chair; Robert Morrison, Peter Abair, Susan Iuliano and Andrew Kaye.

Staff in Attendance: Elizabeth Rust, Jody Kablack, Leonard Array and Jim Kupfer.

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

Minutes

Review of meeting minutes of April 15 and May 13 2015. May 13 meeting minutes Peter Abair was absent and needed to be added. Motion was made to approve the minutes. No further comments. Unanimous vote to approve the April 15 and May 13, 2015 meeting minutes was made.

Finances

Liz Rust reviewed each of the transaction statements from April and May and continued with the financial projections in detail. Lydia asked if the fees needed to pay Transformations is accounted for in this projection. Ms. Rust explained they are included. Susan asked about the difference between budgets for each year. Liz explained the subsidies for Maynard Road have been forwarded as we wait to close and assign building permits.

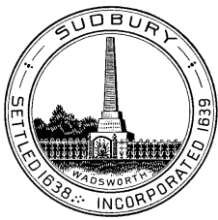
Vote to approve transactions was made. No further comments. All in favor. Unanimous vote to approve the April and May transactions.

Ms. Rust prepared a final FY16 budget for review and approval. Liz handed out a memo that the Trust will issue to the Board of Selectmen that further explains the budget.

Motion to approve the FY16 budget with changes as noted to the memo to the Board of Selectmen was made. No further discussion. Unanimous vote to approve the FY16 budget.

Maynard Road

Discussion as to where we are in the process of closing. Jody Kablack discussed the purchase and sale and will ask the Trust to sign an extension just in case it takes a few more days. Liz Rust confirmed MassHousing has been approved. Ms. Kablack reviewed the deed and asked for the Trust to sign. Ms. Kablack asked the Trust to vote and approve Lydia to sign off on building permit. Bob Morrison expressed his concerns over the solar utilities contract. Items such as late payments, early termination, maintenance terms and other expenses are not a good deal for the future homeowner in his opinion. Mr. Morrison would like to approve the deed and building permits but would like to not approve the solar lease at this time. Lydia suggests issuing a letter expressing the Trust's concerns over the solar lease while still moving forward with construction. Ms. Rust stated that we have



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expressed concerns previously with letters and other communications. Kelly Cronin recommended running the lease options by a state organization that reviews these documents for groups such as this. The Trust agreed.

Motion was made to approve the issuance of the building permit and with the signing of the deed with the exception that the solar lease will need further review. Seconded. All in favor.

The purchase and sale will need to be extended to July 24. Vote to allow Lydia P. to sign the extension. Motion was made and all in favor.

Groundbreaking event is now ready to be scheduled. Ms. Rust is scheduling it for July 7 at 10am and will send out invitations.

Vote to approve Leonardi Array as the Owner Representative for the Maynard Road construction. Ms. Kablack handed out a detailed list of the Owner Rep task sheet. Motion was made. Further discussion as to the reporting Mr. Array will provide the Trust. The Trust requested a monthly report or more frequent if necessary. All in favor.

Trustees

Discussion of additional trustees that could fill the current vacancy was had. A real estate attorney would be beneficial. Further recruitment is needed.

Further discussion for who is willing to volunteer as Chair and Vice-Chair. Bob Morrison stated he would be willing to Chair and Amy as Vice-Chair. Motion was made. Seconded. All in Favor.

New Initiatives

Ms. Rust requested a vote to obtain translation services for the Trust for lottery services. Ms. Rust provided a scope and estimated cost from one service as an example. Motion to allow Ms. Rust to procure a translator service was made. Seconded. All in favor.

Ms. Rust discussed next meeting schedule and future topics.

There being no further business the meeting was adjourned at 9:35 a.m.