



# Town of Sudbury

Sudbury Housing Trust

Flynn Building  
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## SUDBURY HOUSING TRUST MEETING MINUTES

Thursday, January 28, 2016

5:00 PM

Flynn Building, Silva Room, 278 Old Sudbury Road

In Attendance: Chairman Robert Morrison; Kelley Cronin; Vice Chair Amy Lepak; Susan Iuliano and Lydia Pastuszek

Staff in Attendance: Elizabeth Rust, Jody Kablack

Chairman Robert Morrison called the meeting to order at 5:00 pm

### 1. Trustee Update

It was noted that Peter Abair resigned his position on the Trust, which leaves 7 members and 2 possible vacancies. Up to 9 positions are allowed. 4 members are up for renewal in 2016 - Amy Lepak (finishing her 5th term and cannot continue), Bob Morrison, Kelley Cronin and Jay Zachariah. Kelley Cronin and Bob Morrison both indicated their intention to remain on the Trust.

The website will be updated to indicate the vacancies on the Trust.

### 1. Minutes

Review of meeting Minutes of December 1, 2015. Motion was made and seconded to approve the minutes with one clarification by Ms. Iuliano regarding the Avalon Sudbury discussion item. Ms. Pastuszek abstained due to absence at the meeting.

### 2. Finances

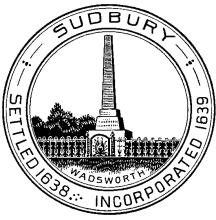
- a. VOTE to ratify the October, November and December 2015 transactions

A motion was made, seconded and approved to ratify the October, November, December 2015 transactions.

The Trust reviewed the details of the Financial Projections. Ms. Rust noted that the budget is on track. Lottery work continues to come in, with new inquiries coming in.

- b. Vote new contracts in Plainville and Holliston

Ms. Rust noted that the Plainville contract is for 6 units and is approximately \$12,000 and the Holliston contract is for 2 units with a contract amount of \$6,000. Motion was made seconded and voted to accept the new contracts, and Chairman Morrison signed them.



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### 3. Maynard Road Project

#### a. Construction Update

Mr. Morrison updated the Trust. We are over the hump of getting the concrete slabs poured. One unit has a roof. Interior construction is underway. The Subcommittee approved exterior color choices. Interior items need to be reviewed. Landscaping has not been presented yet. All in all, Mr. Morrison feels that work is proceeding adequately.

### 4. Home Preservation Update

Renovation of Robbins Road - working on getting estimates for the installation of the sump pump, attic insulation and ventilation. Once these are solidified, Trust will move onto other lesser items.

### 5. Housing Production Plan Update

Ms. Rust and Ms. Kablack introduced a draft memo written to the Selectmen, which will be discussed at the February 2, 2016 Board of Selectmen meeting. The memo introduces the start of the update of the Housing Production Plan, and Board of Selectmen and Planning Board support is important at this stage. The goal is to have the Trust approve the memo to the Selectmen today for distribution.

The current Housing Production Plan will expire on 7/13/2016, and having an approved plan is a safeguard that the Town should not let lapse. The memo also details where Sudbury is on the Subsidized Housing Inventory, and what impact the upcoming projects may have on the Sudbury Housing Inventory in the future.

The schedule for the Housing Production Plan will proceed quickly through the spring, with an anticipated completion date of April 1. The RHSO will prepare the plan, and a public workshop will be conducted on February 29, 2016. Funds are needed to hire a consultant to coordinate a workshop at a cost of \$7,000. This process is being completed very cost effectively using the RHSO.

A motion was made, seconded and voted to authorize use of \$7,000 for the HPP workshop, as well as an additional \$5,000 to the RHSO for the HPP plan effort. (\$12,000 total).

### 6. 40B Project Updates: Ms. Kablack noted that no 40B applications have been submitted to the Town at the present date.

The 2015 Annual report was approved with minor changes as discussed.

There being no further business the meeting was adjourned at 6:05 pm