



# Town of Sudbury

*Sudbury Housing Trust*

Flynn Building  
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## **SUDBURY HOUSING TRUST MEETING MINUTES**

Thursday, May 26, 2016, 8:00 AM

Flynn Building, Silva Room, 278 Old Sudbury Road

Trustee Attendance: Chairman Robert Morrison; Amy Lepak; Lydia Pastuszek; Susan Iuliano; Cynthia Howe; Kelley Cronin; Bo Wang and Andrew Kaye.

Staff in Attendance: Jody Kablack, Elizabeth Rust, Leonardi Aray.

Chairman Robert Morrison called the meeting to order at 8:00 am.

### 1. Minutes

Review of meeting Minutes of April 14, 2016.

Motion was made and seconded to approve the Minutes as amended.

### 2. Finances

Ms. Rust informed the Trust that an Audit was done for the Trust, it was uneventful and completed, the Trust should receive a financial report from the auditors in the near future, and it will be posted on the website.

A motion was made, seconded and approved to ratify the March and April 2016 transactions.

A motion was made, seconded and approved a 5-year recertification contract with Brookside Square in Concord.

### 3. Maynard Road Project

Mr. Aray provided an update on the Maynard Road project. The landscape estimate is \$18,698. Once the final landscape plan is received, a meeting will be schedule with the DRB. Solar Panel design is completed.

The Trust is verifying the potential buyers and they have requested to see the units first. The Housing Trust is welcome to visit the site to see the inside of the units.

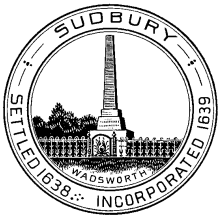
Kelley Cronin volunteered to be a member of the Condominium Association Board.

A motion was made, seconded and approved to name Kelley Cronin a member of the Condominium Association Board.

### 4. Coolidge

Ms. Rust shared with the Board that B'nai B'rith Housing filed a 40B application with DHCD for phase 2 of the development proposing 56 units.

Cynthia Howe informed the Board that she accepted a position at the management firm who services the Coolidge development. She clarified that she will not have anything to do with the Coolidge but she will recuse from voting in this matter.



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Ms. Kablack stated that with this application B'nai B'rith Housing will ask the Town of Sudbury for \$100,000 subsidy grant, which might be directed to the Trust.

## 5. FY17

Ms. Rust updated the Trust with some changes in staff that the Trust will have in FY17. Karen Margolis has resigned; Karen is a part time employee who works for the Trust with the lottery agent services. The Assistant Town Planner position currently vacant had a job description change, and with the change this position is more of an environmental engineering position and will not include the task of the small grants applications administration. The proposal is to have the RHSO perform those functions for the Trust in FY17. The Trust will pay for these services through membership instead of hiring an employee.

A motion was made, seconded and approved to fund the RHSO membership fee from the Trust at \$30,000 - \$14,000 for general RHSO services, and \$16,000 for lottery agent services for FY17.

## 6. VOTE to approve FY17 Budget and inform the Selectmen

Ms. Rust presented a proposed FY17 Budget and the Board.

A motion was made, seconded and approved the FY17 Budget as amended. The amendment included identifying the \$100,000 grant for the Coolidge in the Trust Budget.

## 7. Avalon – Final Comments

The Board of Appeals is looking for comments from the Sudbury Housing Trust in regards to the Avalon Sudbury 40B Application as the hearings on this matter are coming to a close.

Ms. Pastuszek expressed that she feels the developer should designate some of the units as truly affordable for a Section 8 voucher holder. Ms. Kablack commented that the BOS is currently negotiating mitigation for this project with the developer.

After discussion, the Trust requested Liz Rust draft a memo to the Board of Appeals conveying the following recommendations: The Trust supports the proposal, and requests Avalon Bay make a contribution to the Hope Fund to assist the increased population of low income residents anticipated by the new development. It was also requested to recommend Avalon Bay make a contribution to the Town or the Trust to establish a program to help fund low income residents with their first month rent and security deposit. The Trust also discussed the need to keep the rents low enough to be affordable to Section 8 voucher holders, as the calculation creates a rental imbalance for the 1 bedroom units.

## 8. Schedule next meeting

The next SHT meeting will be on June 30, 2016 at 8 am at the Flynn Building.

There being no further business the meeting was adjourned at 9:18 am.