



Town of Sudbury

Housing Trust

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MINUTES

JULY 9, 2020 AT 8:00 AM

VIRTUAL MEETING

Housing Trust Members Present: Chair Cynthia Howe, Kelley Cronin, Janie Dretler, Carmine Gentile, and John Riordan

Housing Trust Members Absent: None

Sudbury Housing Authority Members Present: Chair Amy Lepak, Sherrill Cline, Steven Swanger, and Tatiana Vitvitsky

Sudbury Housing Authority Members Absent: Theresa Layden

Others Present: Board of Selectmen Member Pat Brown, Executive Director of the Sudbury Housing Authority Sheila Cusolito, Director of Planning and Community Development Adam Duchesneau, Robert Hummel, and Director of the Regional Housing Services Office (RHSO) Elizabeth Rust

Ms. Howe called the Housing Trust meeting to order and Ms. Lepak called the Sudbury Housing Authority meeting to order at 8:03 AM.

5. Other Business

a. Sudbury Housing Authority Update

Mr. Swanger discussed the grant the Sudbury Housing Authority had been awarded from the Sudbury Foundation and how the funding would be used to analyze various Town owned land for possible housing projects. He indicated a number of Town owned lots in the past had moved on to other uses or had not worked out for housing projects. Mr. Swanger stated the Board of Selectmen had agreed they would unanimously support the Sudbury Housing Authority's Sudbury Foundation application if the Broadacres Farm property was dropped from the site analysis consideration. As such, the Sudbury Housing Authority agreed to do this. Mr. Swanger stated the Sudbury Housing Authority was still very interested in the 8 Eddy Street property and hoped it would move forward.

Ms. Rust stated she felt the vacant site at the Frost Farm residential development would be a good location for the Sudbury Housing Authority to explore for a new housing opportunity and perhaps the property adjacent to the Department of Public Works as well. Mr. Swanger indicated it did

look very feasible to construct new housing in both of those locations but they had not spoken with any of the neighbors yet.

Ms. Howe stated the Housing Trust was completely supportive of the Sudbury Housing Authority's efforts regarding the 8 Eddy Street project. She also noted the Housing Trust wanted to be a partner with the Sudbury Housing Authority but in a complementary way. Ms. Howe pointed out how the Sudbury Housing Authority was focused on rental opportunities and the Housing Trust was more focused on ownership dwelling units.

Ms. Cronin recalled her past time on the Sudbury Housing Authority when they were looking at Town owned properties and asked how many units the Sudbury Housing Authority was interested in constructing on the various sites. Mr. Swanger stated their investigation was still very preliminary at this point, but he indicated there was the possibility of six dwelling unit at the property next to the Department of Public Works (three duplexes) and four units in two duplexes at the vacant Frost Farm residential development site. He also mentioned the possibility of adding dwelling units to existing Sudbury Housing Authority properties.

Mr. Riordan asked about money which had been set aside by the developer when the Frost Farm residential development had been constructed. Ms. Rust thought approximately \$380,000 was in the account but believed it needed Town Meeting approval for appropriation.

At this time Mr. Hummel joined the meeting.

There was then discussion regarding using Community Preservation Act (CPA) funds toward affordable housing projects and processes which would be required when CPA funds were being used.

Mr. Gentile asked approximately how many units could be constructed at the 8 Eddy Street property. Ms. Cusolito stated it was not entirely clear, but the current dwelling unit could possibly be split into two units and another building could probably be added to the site as well.

There was then discussion about how the Housing Trust and Sudbury Housing Authority could work together and communicate regarding affordable dwelling units which may become available for resale.

At this time the Sudbury Housing Authority adjourned their meeting and all members left the meeting except for Ms. Cusolito.

1. Minutes

a. Approve Meeting Minutes of June 4, 2020 and June 16, 2020

Mr. Riordan made a motion to approve the meeting minutes of June 4, 2020 and June 16, 2020.

Ms. Dretler seconded the motion. Roll Call Vote: Ms. Howe – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, and Mr. Riordan – Aye.

2. Finances

a. Vote to Ratify the FY20 May Transactions

Ms. Rust provided a brief overview of the transactions for May of FY2020.

Mr. Gentile made a motion to approve the FY2020 May transactions. Ms. Cronin seconded the motion. Roll Call Vote: Ms. Howe – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, and Mr. Riordan – Aye.

3. Emergency Rental Assistance Program (ERAP)

a. Update

Ms. Rust stated she knew there was more interest coming and indicated the program had just been reposted.

Ms. Dretler asked if people could reapply for additional funds. Ms. Rust stated that was up to the Housing Trust to decide. Mr. Riordan felt he would like to spread the money around as much as possible to those in need. Ms. Cronin noted it would be good to help as many new people as possible, but some of the people who had already received funds were in fairly poor financial shape.

Ms. Rust stated the process would now be first come first serve for those who received funding and they will be taking applications until the funding is gone.

The Housing Trust agreed to make no commitments to people who had already received some assistance they would be able to get more funding.

Ms. Cronin made a motion to continue to provide rental assistance through the Emergency Rental Assistance Program (ERAP) to new people as needed. Ms. Dretler seconded the motion. Roll Call Vote: Ms. Howe – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, and Mr. Riordan – Aye.

b. Discussion on Program Expansion

Mr. Riordan inquired about extending the ERAP past the October 2020 rent cycle and to what extent there was ability to expand the criteria for those receiving assistance from the ERAP. Ms. Rust noted the Housing Trust could choose to make adjustments to the ERAP however they would prefer moving forward.

Ms. Howe raised the possibility of expanding the Small Grant Program to provide assistance to more types of household expenses.

Ms. Cronin requested the ERAP and a discussion about what CPA funding should be applied for at the 2021 Annual Town Meeting be added to the next meeting agenda.

Ms. Cusolito indicated the Sudbury Housing Authority would likely not be seeking CPA funding at the 2021 Annual Town Meeting.

There was then discussion about where the CPA housing allocation had been going over the past few years.

5. Other Business

b. Small Grant Exception Request

Ms. Rust noted a Sudbury resident had asked for an exception to the Small Grant Program limit of \$10,000. The household received a \$5,000 grant in FY2017 and another \$5,000 grant in FY2019. Ms. Howe stated it seemed as though there was not a pressing need for the funds but that the person wanted to complete some home improvement projects. She indicated it seemed more information about the request might be needed, but given the current COVID-19 situation in society, perhaps an exception could be made. Ms. Cronin agreed the request did not seem like an emergency situation, such as not having any hot water.

The Housing Trust asked Ms. Rust to reach back out to the resident to ask if there was an urgent need for the work, and if not, the Housing Trust would not be granting the exception. Mr. Riordan advocated for the Housing Trust to establish some type of protocol regarding this type of request for the future. Ms. Howe recommended reexamining long term adjustments to the Small Grant Program in September or October of 2020.

4. Resale Updates

a. 18 Pinewood Avenue – Marketing Underway

Ms. Rust indicated the dwelling unit was now being marketed, the lottery was coming up next week, and there have only been a few inquiries regarding the unit to this point.

6. Upcoming Meeting Schedule: Meeting in August?

The Housing Trust decided not to hold an August 2020 meeting and to hold their next meeting on September 10, 2020 at 8:00 AM.

Mr. Riordan noted an Eviction Moratorium bill was currently in front of the state legislature. He also requested the minutes reflect a thank you and acknowledgement to outgoing Board of Selectmen member Pat Brown for her service to the Town and the work she had done with the Housing Trust over the last several years.

At 9:56 AM, Mr. Gentile made a motion to adjourn the meeting. Mr. Riordan seconded the motion. Roll Call Vote: Ms. Howe – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, and Mr. Riordan – Aye.