

# Town of Sudbury

## Housing Trust

HousingTrust@sudbury.ma.us

Flynn Building  
278 Old Sudbury Road  
Sudbury, MA 01776  
978-639-3387  
Fax: 978-639-3314  
www.sudbury.ma.us/housingtrust

### **AGENDA**

**Thursday, April 8, 2021**

**8:00 AM**

**Virtual Meeting**

Here are the meeting details for residents to participate in this meeting.

Please click the link below to join the virtual Housing Trust Meeting:

<https://us02web.zoom.us/j/85164326118>

For audio only, call the number below and enter the Meeting ID on your phone keypad:

Call In Number: 978-639-3366 or 470-250-9358

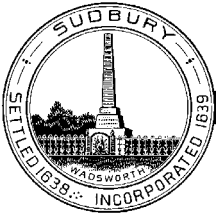
Meeting ID: 851 6432 6118

#### Welcome and Announcements

1. Minutes: Approve Meeting Minutes of March 11, 2021
2. Sudbury Housing Trust Member Appointments and Reappointments
3. Finances
  - Vote to Ratify the FY21 February Transactions, if presented
4. Small Grant Application Review and Possible Vote
5. 67-73 Nobscot Road – Possible Property Acquisition
  - Status Update and Discussion

Upcoming Meeting Schedule: 2<sup>nd</sup> Thursday of Each Month at 8:00 AM

*These agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*



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### **DRAFT** MINUTES

**MARCH 11, 2021 AT 8:00 AM**

### **VIRTUAL MEETING**

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

**Housing Trust Members Absent:** Robert Hummel

**Others Present:** Director of Planning and Community Development Adam Duchesneau and Director of the Regional Housing Services Office (RHSO) Liz Rust

Ms. Howe called the meeting to order at 8:06 AM.

At this time Ms. Howe left the meeting due to technical difficulties and Mr. Riordan assumed the role of Acting Chair.

#### **1. Minutes: Approve Meeting Minutes of February 11, 2021**

Mr. Gentile made a motion to approve the minutes of February 11, 2021. Ms. Dretler seconded the motion. Roll Call Vote: Ms. Howe – Absent, Mr. Riordan – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, and Ms. Scotti – Aye.

#### **2. Karl Pops Membership Application to the Housing Trust**

Karl Pops of 74 Bay Drive was in attendance to discuss his possible appointment to the Housing Trust. He noted how housing was such an important issue in general and indicated he was interested in joining the Housing Trust to improve the state housing in Sudbury. Mr. Pops also noted his degree and background in architecture, which he felt would be an asset to the Trust.

At this time Ms. Howe rejoined the meeting.

Ms. Howe asked how long Mr. Pops had been living in Sudbury and Mr. Pops stated he had been in the community for about six months.

Ms. Dretler inquired about Mr. Pops' involvement in community engagement in the past, and Mr. Pops noted his experience in working with different projects and community involvement.

Ms. Cronin pointed out the background and experience of Mr. Pops outside of Sudbury, and noted this different perspective would be welcomed on the Housing Trust.

Mr. Gentile made a motion to recommend to the Select Board Karl Pops be appointed to the Housing Trust. Ms. Cronin seconded the motion.

Ms. Howe made a motion to amend the original motion to recommend Mr. Pops' appointment end with a term expiring at the end of May 2023. Mr. Gentile seconded the motion to amend the original motion.

Call Vote on both motions: Ms. Howe – Aye, Mr. Riordan – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, and Ms. Scotti – Aye.

### **3. Finances**

*a. Vote to Ratify the FY21 October, November, December, and January Transactions*

*b. FY20 Audited Financial Statements*

Ms. Rust provided an overview of the finances from October, November, December, and January of FY2021, and a brief synopsis of the FY2020 audited financial statements.

Mr. Riordan inquired about the possible expansion of the Emergency Rental Assistance Program (ERAP) and wondered if any new applicants had been added to the program. Ms. Rust stated there had been new inquiries from people about joining the program but there were no new applicants.

Ms. Dretler made a motion to approve the FY2021 October, November, December, and January Transactions and the FY2020 Audited Financial Statements. Ms. Cronin seconded the motion. Roll Call Vote: Ms. Howe – Aye, Mr. Riordan – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, and Ms. Scotti – Aye.

*c. FY22 Community Preservation Act Funding Allocation Request – DRAFT Grant Agreement*

Ms. Rust provided an overview of the draft Grant Agreement. Mr. Duchesneau noted implementing these types of Grant Agreements for Community Preservation Act funding allocations was a somewhat new process in the last few years.

There was then discussion regarding some of the parameters of the Grant Agreement, in particular the language in section 2.c). This section stated the “funds shall not be used for expenses related to the administration and operation of the Recipient or for maintenance.” The Housing Trust members hoped they would be able to use the Community Preservation Act funds for the administration of their projects, which would be different from the operations of the Housing Trust. Ms. Rust noted this amount would only be between approximately \$2,000 and \$4,000.

Ms. Howe stated she was concerned about the limitations of the language in part 2.c) and how it might be interpreted when the Housing Trust pursued development projects. She noted if the Housing Trust was not able to use the funds for the administration of a program, this would be a big cost to the other funds the Trust currently held. Ms. Rust clarified the limitation on this appeared to only be for third party consultants.

The Housing Trust members all agreed they should request the Community Preservation Committee remove section 2.c) from the Grant Agreement, or have it modified to say the use of the funds for administrative costs related to proposed projects was permissible and/or have a cap placed on the use of the funds for administrative purposes.

Mr. Riordan and Ms. Rust volunteered to work with the Community Preservation Committee to make modifications to the draft Grant Agreement.

Ms. Dretler made a motion to authorize Mr. Riordan to work with Ms. Rust and Community Preservation Committee Chair Sherri Cline on proposed modifications to the language in the draft Housing Trust Community Preservation Act Funding Allocation Grant Agreement. Mr. Gentile seconded the motion. Roll Call Vote: Ms. Howe – Aye, Mr. Riordan – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, and Ms. Scotti – Aye.

#### **4. 67-73 Nobscot Road – Possible Property Acquisition**

##### *a. Status Update and Discussion*

Ms. Howe provided a brief overview of the proposed project for the benefit of Mr. Pops and those in attendance.

Mr. Riordan indicated he, Ms. Cronin, and Mr. Duchesneau had met with Amy Lepak and Steven Swanger from the Sudbury Housing Authority to discuss the matter on February 18, 2021. Mr. Riordan stated both the Housing Trust and the Sudbury Housing Authority had committed \$10,000 each to explore this initiative in greater detail. He also noted it was determined these subcommittee meetings were public meetings and therefore they were following the Open Meeting Law requirements for these meetings. Mr. Riordan pointed out the regional council of the Boy Scouts is selling the 67-73 Nobscot Road property, as opposed to a local council.

Mr. Duchesneau added Town Counsel was now looking into the validity of the easements at the property and the subcommittee was preparing a draft scope to work to contact engineering firms to solicit their services to conduct site analysis work for the land.

Mr. Riordan reiterated it appeared the buildings on the site would likely need to be torn down and any new housing units would need to be new construction at the property.

Amy Lepak from the Sudbury Housing Authority noted there would be different points during the site analysis process for the property where, if necessary, the Housing Trust and Sudbury Housing Authority could stop and determine the property would not make sense for future development.

Mr. Duchesneau reiterated Town Counsel was now working on researching the easements at the property and he was hoping to have draft scope of work for the engineering firms for the subcommittee to review at their next meeting on March 18, 2021. As such, he was hopeful the subcommittee might be able to contact engineering firms with a proposal in the next few weeks.

## **5. Updated Master Plan: Review and Comments**

### *a. Final Drafts of Baseline Report, Master Plan, and Action Plan*

Ms. Rust indicated she had added this item to the agenda if members wanted to review and provide comments back to the Planning Board who was getting close to approving all of the final Master Plan documents.

Ms. Rust noted a discussion of the new WestMetro HOME Consortium Fair Housing Impediments Analysis would be on the Housing Trust's agenda for their next meeting. She was also hoping a member of the Housing Trust would be willing to participate in a subcommittee about the implementation of various items laid out in the analysis.

Mr. Riordan noted he would be sending Mr. Duchesneau an article from the Boston Globe regarding the Norwell Housing Trust. It discussed a piece of land the Norwell Housing Trust owned which they were looking to develop with affordable housing, similar to the Sudbury Housing Trust's interests in the 67-73 Nobscot Road property.

It was determined the next Housing Trust meeting would be held on Thursday, April 8, 2021 at 8:00 AM.

At 9:25 AM, Mr. Riordan made a motion to adjourn the meeting. Ms. Cronin seconded the motion. Roll Call Vote: Ms. Howe – Aye, Mr. Riordan – Aye, Ms. Cronin – Aye, Ms. Dretler – Absent, Mr. Gentile – Aye, and Ms. Scotti – Aye.

**Small Grant Awards**

	<b>Award</b>	<b>Work Description</b>	<b>Senior? (62+)</b>	<b>Income with 2% Equity</b>	<b>Amount requested</b>	<b>FY</b>	<b>Grant Cycle</b>	<b>Status</b>
1	Yes	steps, rotted wood, gutters	No	\$26,269	\$3,145	FY08	May-08	Complete
2	Yes	rotted gutter, fascia, siding	Yes	\$18,659	\$3,500	FY08	May-08	Complete
3	Yes	Most of new boiler	Yes	\$27,689	\$3,000	FY09	Sep-08	Complete
4	Yes	Roof repair	Yes	\$8,456	\$3,000	FY09	Sep-08	Complete
5	Yes	Porch roof, locks, grab bar	Yes	\$32,183	\$2,550	FY09	Sep-08	Complete
6	Yes	Front roof repair	Yes	\$45,183	\$3,200	FY09	Sep-08	Complete
7	No	Reimbursed costs for radon, Lock, paint, window	No	\$55,976	\$2,826	FY09	Sep-08	Not granted
8	No	2 windows, insulation	No	\$71,473	\$3,100	FY09	Sep-08	Not granted
9	Yes	Floors in 2nd floor, Gutters	No	\$53,561	\$3,099	FY09	Jan-09	Complete
10	Yes	Repair toilet sewage leakage, repipe laundry drain	No	\$27,148	\$3,000	FY09	May-09	Complete
11	No	Fund part of exterior painting	Yes	\$37,486	\$3,000	FY09	May-09	Not granted
12	Yes	Front roof repair (\$1,600), electrical repair (\$1,400)	Yes	\$19,042	\$3,000	FY10	Sep-09	Complete
13	No	Fence for child safety (\$3000)	No	\$58,084	\$3,000	FY10	Sep-09	Not granted
14	No	Plumbing, roof, electrical, Carpentry	No	\$19,580	\$3,100	FY10	Sep-09	Not granted
15	Yes	Chimney Top, Shower panel, Handrail, Basement	Yes	\$16,550	\$2,607	FY10	Sep-09	Complete
16	No	Electrical (\$4000)	No	\$58,310	\$3,000	FY10	Sep-09	Not granted
17	Yes	Boiler Replacement (\$6,200)	Yes	\$19,200	\$3,000	FY10	Sep-09	Complete
18	Yes	Flooring, Handrail - revised	Yes	\$45,814	\$2,260	FY10	Sep-09	Complete
19	No	Driveway Repair (\$975 - \$2,100)	Yes	\$47,314	\$2,000	FY10	Sep-09	Not granted
20	No	Oven (\$1,000), Tree (\$1,500)	Yes	\$27,149	\$2,500	FY10	Sep-09	Not granted
21	No	Boiler Replacement (\$6,600)	No	\$81,012	\$3,000	FY10	Sep-09	Not granted
22	No	Insulation (\$2,555 w/NSTAR rebate), washer hoses (860)	Yes	\$28,918	\$3,415	FY10	Jan-10	Not granted
23	No	Insulation (\$4900, will pay \$1900)	No	\$63,436	\$3,000	FY10	Jan-10	Not granted
24	Yes	Roof (2000), heating (1000)	Yes	\$91,364	\$3,138	FY10	Jan-10	Complete
25	Yes	Repair plumbing for washer relocation	Yes	\$59,649	\$3,700	FY10	Jan-10	Complete
26	Yes	Safety: Repair chimney	Yes	\$43,368	\$1,950	FY10	May-10	Complete
27	Yes	Safety: Leaking window, shower repair, new shower door	Yes	\$36,715	\$2,941	FY10	May-10	Complete
28	No	Health & Safety: Driveway lighting	No	\$92,505	\$1,950	FY10	May-10	Not granted
29	Yes	Safety: Crumbling front steps	Yes	\$43,351	\$2,200	FY10	May-10	Complete
30	Yes	Health: Boiler Replacement (\$5,845)	Yes	\$19,946	\$3,000	FY10	May-10	Complete
31	No	Health: Replace old doors. has other property	No	\$69,864	\$3,000	FY10	May-10	Not granted
32	No	Health: Door, windows, gutters. has other property	No	\$74,002	\$3,000	FY10	May-10	Not granted
33	Yes	Safety: Front stair replacement	Yes	\$18,694	\$2,100	FY11	Sep-10	Complete
34	No	Safety: Replace rotted wood on deck	No	\$23,908	\$3,000	FY11	Sep-10	Ineligible
35	No	Health: Replace tub which is starting to leak downstairs	Yes	\$29,684	\$1,600	FY11	Sep-10	Not granted
36	Yes	Health: Insulate walls	Yes	\$30,350	\$3,000	FY11	Sep-10	Complete
37	No	Safety: Replace rotted doors	Yes	\$45,300	\$3,000	FY11	Sep-10	Not granted
38	Yes	Safety: Replace rotted deck	Yes	\$30,440	\$1,400	FY11	Sep-10	Complete
39	No	Safety: Replace rotted door, fire exit concern	No	\$25,060	\$3,000	FY11	Sep-10	Not granted
40	No	Health: Septic repair (reimburse)	No	\$35,140	\$800	FY11	Sep-10	Not granted
41	No	Safety: Electrical	No	\$24,811	\$3,000	FY11	Jan-11	Not granted
42	Yes	Safety: Exterior flood light	Yes	\$42,853	\$850	FY11	Jan-11	Expired
43	Yes	Health, Safety: Wheelchair Ramp	Yes	\$14,318	\$3,000	FY11	Jan-11	Complete
44	Yes	Health: Boiler Replacement (\$5,000)	Yes	\$27,122	\$3,000	FY11	May-11	Complete
45	Yes	Health: Sump Pump (\$3350)	No	\$59,140	\$3,000	FY11	May-11	Complete
46	No	Welfare: Cost to modify loan to get lower rate	No	\$31,260	\$701	FY12	Sep-11	Not granted
47	Yes	Health: Screen in porch (\$1500), regROUT kitchen counter (\$500)	Yes	\$33,694	\$2,000	FY12	Sep-11	Complete
48	Yes	resident	Yes	\$58,602	\$1,000	FY12	Jan-12	Complete
49	Yes	Health/Safety: Replace leaky roof, leaking into bedroom	Yes	\$39,249	\$3,000	FY12	Jan-12	Complete
50	Yes	energy efficiency	Yes	\$59,656	\$2,971	FY12	May-12	Complete
51	Yes	Health/Safety: Replace leaky bathtub	Yes	\$74,172	\$3,000	FY13	Jan-13	Complete
52	Yes	hallway doors, BR paint	No	\$32,626	\$2,016	FY13	Jan-13	Complete
53	No	Health/Safety: Replace windows, rot, mold	Yes	\$98,993	\$3,000	FY13	Jan-13	Not granted
54	Yes	Health/Safety: Replace basement egress	No	\$48,274	\$3,000	FY13	Jan-13	Complete
55	Yes	Safety: Leak in roof	No	\$61,980	\$3,000	FY13	May-13	Complete
56	Yes	Exterior Painting	No	\$31,353	\$3,000	FY14	May-14	Complete
57	Yes	Safety: Electrical	Yes	\$15,850	\$2,800	FY14	May-14	Complete
58	No	Health: occupational therapy renovation	No	\$64,227	\$3,000	FY14	May-14	Not Granted
59	Yes	Rear gutters/ Fascia Board	Yes	\$24,579	\$1,050	FY15	Oct-14	Complete
60	Yes	Safety: repair bay window and plumbing	Yes	\$29,268	\$4,160	FY15	Oct-14	Complete
61	No	Health and Safety: insulation, deck, door	No	\$23,439	\$5,000	FY15	Oct-14	Not Granted
62	No	Safety: Trees	Yes	\$36,698	\$4,600	FY15	Oct-14	Not Granted
63	No	Safety: roof	No	\$40,691	\$5,000	FY15	Oct-14	Not Granted
64	No	windows and doors for energy efficiency	No	\$80,879	\$4,200	FY15	Oct-14	Not Granted
65	Yes	Safety: Trees	No	\$15,662	\$3,000	FY15	Oct-14	Complete
66	Yes	Safety: kitchen and electrical	No	\$48,194	\$4,500	FY15	Oct-14	Complete
67	No	Replace septic	Yes	\$59,176	\$5,000	FY15	May-15	Not granted
68	Yes	(note: deed restricted) Replace leaking boiler	No	\$78,411	\$5,000	FY15	May-15	Complete



Applicant 106:

Gas Furnace and whole house AC

Number in Household: 2 – ages 84, 88

Income: \$60,500

Senior Household: Yes

Minority: No

Disabled: No

Assessed Value of House: \$497,000, Mortgage: \$218,000, Equity of \$279,000

Other Real Estate: No

Amount Requested: \$5,000

Estimates Received:

M&M Heating and Cooling	\$ 10,450
Pro Heating and Cooling	\$ 7,560
HomeServe	\$ 10,948





# Town of Sudbury

Sudbury Housing Trust

RECEIVED  
FEB 10 2021

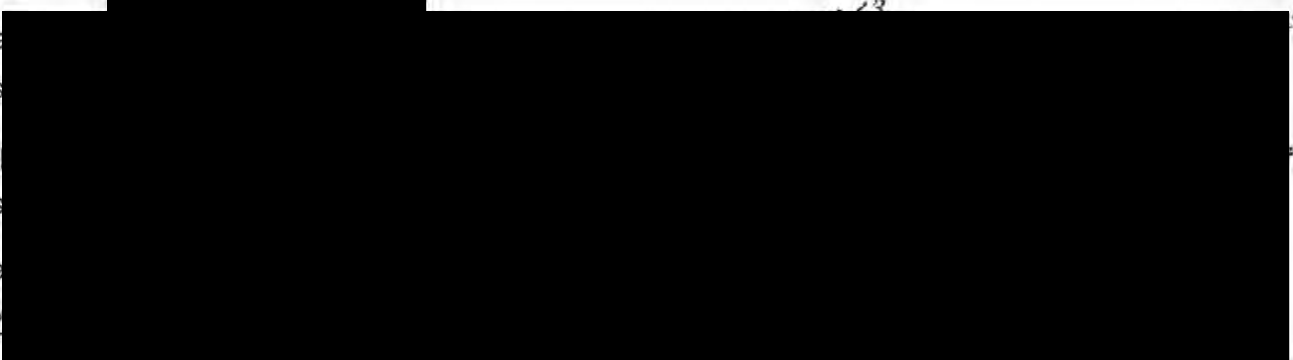
Flynn Building  
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978-639-3387

BY: [Signature]  
<http://www.sudbury.ma.us>  
[SudburyHousingTrust@sudbury.ma.us](mailto:SudburyHousingTrust@sudbury.ma.us)

## SMALL GRANT PROGRAM APPLICATION

### 1. Household Information

Applica  
Address  
Co-App  
Address  
Number  
J



Any person in the household\* (optional):

Veteran:  No  Yes    Disabled:  No  Yes    Deed Restricted Property:  No  Yes

### 2. Property Information (optional)

Is there a mortgage on the property?     No     Yes, Balance: \$ 218,000  
*Please attached tax bill showing assessed value, and statement showing mortgage/lien balance*

Is the property your primary residence?     No     Yes

Do you own additional real estate?     No     Yes, Address: \_\_\_\_\_  
*Please attached tax bill showing assessed value, and statement showing mortgage/lien balance*

### 3. House Repair Needed

Indicate the amount requested, and which estimate you are requesting:    \$ 5,000

Please describe the work needed. Is completion of this work item related to preserving the structural integrity of the dwelling or health/safety/welfare of its occupants? Describe the urgency of need.

REPLACE FURNACE & WHOLE HOUSE AC. (FORGOT HOT AIR)  
IF WORK IS NOT DONE THE HOUSE WILL NOT BE ABLE TO BE  
LIVED IN. THE FURNACE IS FAILING FAST.

M&M HEATING & COOLING LLC  
 44 EAST ST  
 SUDBURY, MA 01776 US  
 dmcguire1236@gmail.com

Estimate



ESTIMATE #	DATE
1464	12/08/2020

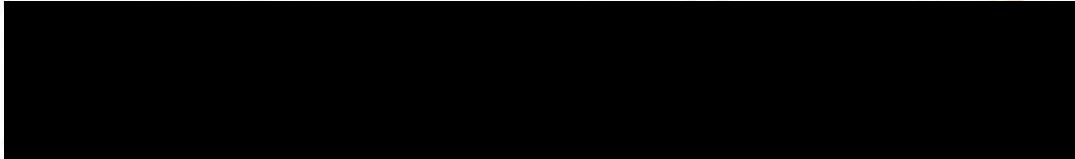
**SALES REP**  
 Derek + Paul

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
<b>80% AMANA 80k 3 ton AHRI</b>	Remove and replace gas furnace -AMEH800804CXA* Amana 80% AFUE 80,000 BTU Gas Furnace Two Stage Multi Speed ECM Motor -Sheet Metal Transitions -Disconnect and reconnect high and low voltage -Dispose and recycle old furnace	1	5,250.00	5,250.00
<b>14 Plumbing</b>	All Plumbing to be Completed by Bolivar Plumbing Gas disconnect and reconnect	1	350.00	350.00
				Subtotal: 5,600.00
<b>3 tn A/C</b>	Add A/C System to Existing -CAPF3642 Amana 3.5 Ton Cased Coil -ASX130361B Amana R410A 3 Ton 13 Seer Condenser -All Sheet metal Transitions and Plunems -50 ft Copper Lineset -PVC Drainwork and Fittings	1	4,850.00	4,850.00
				Subtotal: 4,850.00
<b>M&amp;M Warranty</b>	1 Year all Parts and Labor thru M&M Heating and Cooling LLC	1	0.00	0.00
<b>TOTAL</b>				<b>\$10,450.00</b>

Accepted By

Accepted Date

# Proposal



## Specifications of Equipment and Services

### Gas Furnace with A/C

Installation of new warm air furnace and central air conditioning system with R410A refrigerant and ECM to existing house wiring, existing ductwork, existing gas line and new draft piping (unless noted otherwise). All transitional ductwork for install included. Removal and disposal of old equipment. All labor and maerial.

**Manufacturer:** Bryant

**Type:** Legacy

**Rated BTU:** 80000

**Furnace #:** 925SA48080E17

**AHRI:** 9252512

**A/C Condenser:** 116BNA030000

**A/C Coil:** Vertical CNPVP3717ALA

**SEER:** 16.0

**EER:** 13.0

**AFUE:** 96.2%

## Pricing and Terms

	<u>Manufacturer</u>	<u>Price</u>
Gas Furnace with A/C	Bryant	\$8,660.00
	<b>Total Contract Price:</b>	<b>\$8,660.00</b>
	<b>Total Mail-In Rebates:</b>	<b>\$1,100.00</b>
	<b>Total Cost After Mail-In Rebate:</b>	<b>\$7,560.00</b>

The Contractor agrees to perform the above described work, furnishing the material and labor specified above for the contract price listed above. Final payment is due immediately after completion of above described work. Equipment is under service warranty through the Contractor for 12 months following date of completed installation. Proposal is valid for signing within 60 days from date at top.

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Pro Heating & Cooling

\_\_\_\_\_  
Date

Pro Heating & Cooling 10 Sanderson Ave Dedham, MA 02026

**PROPOSAL**



HomeServe USA Energy Services (New England), LLC

5B Constitution Way  
 Woburn, MA 01801  
 Installation: 781-359-2691  
 Customer Service: 877-600-4743  
 Fax: 781-933-3105

MA - MP#11355, RI - MPL #1140, MPF1 #1859, MR2 #1859.

Customer Name	[Redacted]	Date	1/22/21
Street (Billing Address)	[Redacted]	Street (Job Location, if different)	
City, State, Zip Code	[Redacted]	City, State, Zip Code	
Home Phone	[Redacted]	Work/Cell Phone	
Cross Streets	[Redacted]		

HomeServe USA Energy Services (New England) LLC hereby propose to furnish, install and service under warranty the Equipment and other related-products and accessories listed below for Your home or business, in accordance with the conditions and specifications set forth in this Proposal and the Terms and Conditions on the reverse side of this page. All work done in accordance with existing codes.

**New Installation**

Gas to Gas     
  Oil to Gas     
  Electric to Gas     
  Electric to Electric

**New Equipment**

<input checked="" type="checkbox"/> Condenser #1	Make: <u>American Standard</u>	Model: _____	Tonnage: <u>3</u>	SEER: <u>13</u>
<input type="checkbox"/> Condenser #2	Make: _____	Model: _____	Tonnage: _____	SEER: _____
<input checked="" type="checkbox"/> Air Handler/Coil #1	Make: <u>American Standard</u>	Model: _____		
<input type="checkbox"/> Air Handler/Coil #2	Make: _____	Model: _____		
<input checked="" type="checkbox"/> Furnace #1	Make: <u>American Standard</u>	Model: _____	BTUs: _____	AFUE: _____
<input type="checkbox"/> Furnace #2	Make: _____	Model: _____	BTUs: _____	AFUE: _____
<input type="checkbox"/> Boiler #1	Make: _____	Model: _____	BTUs: _____	AFUE: _____
<input type="checkbox"/> Boiler #2	Make: _____	Model: _____	BTUs: _____	AFUE: _____

**Optional Accessories**

<input type="checkbox"/> Electronic Air Cleaner	Model: _____	\$ _____ (Each)	Comments: _____
<input checked="" type="checkbox"/> CO Detector	Model: <u>NEW</u>	\$ _____ (Each)	
<input type="checkbox"/> Air Purifier	Model: _____	\$ _____ (Each)	
<input type="checkbox"/> Humidifier	Model: <u>FILTER</u>	\$ _____ (Each)	
<input type="checkbox"/> Miscellaneous	Model: _____	\$ _____ (Each)	

**Piping/Venting**

Condensate Pump: \_\_\_\_\_  
 Emergency Drain Pan: \_\_\_\_\_  
 Copper Liquid Line Size: 3/8" Ft.: \_\_\_\_\_  
 Copper Suction Line with Armaflex Size: 1/2" Ft.: \_\_\_\_\_  
 Line Cover:  Brown  White  
 Gas Piping: Size: \_\_\_\_\_ From: \_\_\_\_\_  
 Direct Vent: Size: \_\_\_\_\_ Length: \_\_\_\_\_  
 Flue Piping: Size: \_\_\_\_\_ Length: \_\_\_\_\_  
 Chimney Liner: Yes: EXISTING No: ALL NEW

HomeServe assumes no liability for masonry chimney repairs and liners. The Customer is responsible for any chimney repairs or installation of chimney liner if required.

**Water Heaters**

Manufacturer/Model: \_\_\_\_\_  
 Size: \_\_\_\_\_  
 Manufacturer/Model: F-1530 40 GPM  
 Size: \_\_\_\_\_  
 Warranty: \_\_\_\_\_ year(s)

**Warranties (Additional Terms and Conditions on Reverse Side)**

1 year(s) warranty on workmanship (Tune-Ups are not included) 1 year(s) on defective parts.  
 Manufacturer Limited Warranty on Compressor: 10 (years)  
 Manufacturer Limited Warranty on Heat Exchanger/Sections: 10 (years)

**Miscellaneous**

Refrigerant recovery needed.  
 Removal of the existing equipment from the premises.  
 Poly Pad for condenser location.  
 Permits obtained by HomeServe USA Energy Services (New England) LLC.  
 All work to be performed in a neat and professional manner by certified technicians. Sweeping and cleaning will be accomplished at the conclusion of each day's work. All debris will be removed from the premises.  
 Start Date: (ASAP) - Customer  
 Estimated End Date: 2/2/21  
 Line Voltage electric by Our Licensed Electrician.  
 Condenser  New  Replacement  
 Air Handler/Furnace  New  Replacement  
 Disconnect  Yes  No  
 WHIP  Yes  No  
 Boiler  Yes  No

**Air Distribution**

Modifications of Supply Plenum: 2x10 Return Plenum: 1x10  
 Miscellaneous  
 Sheet Metal Insulated Duct System with Flexible Branch Duct.  
 HomeServe is not responsible for any existing duct work, or air flow problems.

**ASBESTOS** - If this job site contains any Asbestos products, they must be removed by a Licensed Asbestos Abatement Contractor. This contract does not include such services and HomeServe assumes no responsibility nor liability for this work. **Suspected?**  Yes  No The Tapal Industrial - 100411

**REBATES** - Due to Utility deregulation, Utility companies are continuously changing requirements for issuing Rebates to customers. In some cases, the Rebate Programs have become so stringent that existing conditions in the home may disqualify the customer. The cost of altering these conditions may exceed the Rebate dollar amounts. HomeServe will not be held responsible for Rebate payments or alterations necessary to qualify for Rebates.

**Payment Information**

Financing: \$ \_\_\_\_\_ Authorization Number: \_\_\_\_\_  
 Visa  MasterCard  AMEX  Discover Other Amount: \$ \_\_\_\_\_  
 Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ Subtotal: \$ 11,498  
 Check #: \_\_\_\_\_ Less Loyalty Discount: \$ 500  
**Amount due on day of completion: \$ 10,998**

Please make all payments under this agreement payable to HomeServe USA Energy Services (New England) LLC.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: 1/22/21  
 Print Name: \_\_\_\_\_  
 Rep HIC License #: \_\_\_\_\_

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and hereby accepted by Customer. HomeServe is to do the work as specified and it is also agreed that payment is due in full upon completion. The undersigned Customer also personally guarantees payment for the work performed above, along with reasonable debts and attorney fees to collect this payment. A late charge of \$29.00 and a 2% interest will be charged on all accounts over 30 days. Your finance charge is computed by a single periodic rate of 2% per month, which is an annual rate of 24%.  
**Proposal may be withdrawn if not accepted in 30 days.**



Applicant 108:

New roof (leaking)

Number in Household: 2 – ages 59, 57

Income: \$93,900 (max \$95,200)

Senior Household: No

Minority: No

Disabled: No

Assessed Value of House: \$464,600, Mortgage: \$53,000, Equity of \$411,600

Other Real Estate: small (.12 acre) unbuildable adjacent parcel

Amount Requested: \$5,000

Estimates Received:

Roofer's Edge	\$ 10,600
LaBelle Roofing	\$ 10,972
Magee Roofing	\$ 7,200



# Town of Sudbury

Sudbury Housing Trust

RECEIVED  
MAR 22 2021

Flynn Building  
278 Old Sudbury Rd  
Sudbury, MA 01776  
978-639-3387

BT: .....  
<http://www.sudbury.ma.us>  
[SudburyHousingTrust@sudbury.ma.us](mailto:SudburyHousingTrust@sudbury.ma.us)

## SMALL GRANT PROGRAM APPLICATION

### 1. Household Information

Applicant

Address

Co-Applicant

Address

Number

Jgr

Any person in the household\* (optional):

Veteran:  No  Yes    Disabled:  No  Yes    Deed Restricted Property:  No  Yes

### 2. Property Information (optional)

Is there a mortgage on the property?     No     Yes, Balance: \$ 52,806.51  
*Please attached tax bill showing assessed value, and statement showing mortgage/lien balance*

Is the property your primary residence?     No     Yes

Do you own additional real estate?     No     Yes, Address: [REDACTED]  
*Please attached tax bill showing assessed value, and statement showing mortgage/lien balance*

### 3. House Repair Needed

Indicate the amount requested, and which estimate you are requesting:    \$ 5,000.00

Please describe the work needed. Is completion of this work item related to preserving the structural integrity of the dwelling or health/safety/welfare of its occupants? Describe the urgency of need.

Roof (Leaks)









**LaBelle Roofing, Inc.**  
304 Boston Post Road, Wayland, MA 01778  
Phone: (508) 358-7663  
Fax: (508) 358-7662

**Company Representative**  
RJ LaBelle  
Phone: (978) 602-2035  
rj@labelleroofing.com

[Redacted]

[Redacted]

**[Redacted] Re-Roof - Owens Corning Duration**

Obtain and post permit in accordance with local law.

Ensure proper safety precautions for steep slope roofing.

Cover/tarp house and remove all layers of roofing material. Re-nail and secure existing decking, (wood). If necessary, rotted wood will be replaced at \$85.00 per sheet for plywood and \$7.00 per linear foot for plank decking.

Install Grace Ice and Water Shield, 6' up at eaves, in all valleys, at roof to wall junctions and around all protrusions. Install Owens Corning ProArmor synthetic underlayment to remaining roof area.

Install 8" aluminum drip edge around entire perimeter of roof.

Install Owens Corning Tru-Def Duration, lifetime architectural shingles. Includes starter shingles, field shingles and hip and ridge. Includes all pipe boot flashings. Install ridge vent as required along roof peaks, ensure proper air gap at ridge beam.

Install new lead flashing - Grind mortar joints clean, install ice and water shield at base of chimney, install aluminum step flashing. Install new lead counter flashing, seal with siliconized mortar.

Dispose of all job related material, magnetically sweep job site and clean out gutters.

**\$10,972.43**

**Remove and replace existing skylights with new Velux M06 Units**

Skylights are priced as fixed units and include Factory-Installed Solar Blinds (Choose from Room-Darkening or Light-Filtering)  
As quoted, job qualifies for a 26% Federal Solar Tax Credit of approximately \$2,847.00.

Strip all roofing materials from around skylight(s), remove and dispose of existing skylight(s), clean and prepare roof deck for installation.

Furnish, position and secure new skylight(s).

Install ice and water shield onto the roof deck and up the sides of the skylight frame. Install flashing kit and shingles around base of unit.

Install crank handle and extension rod as needed, program and demonstrate operation of any remote controls.

Interior finish work may be necessary and is an additional cost, this can not be determined until skylights are installed. interior finish can range from caulking to wood trim or new drywall and plaster. These costs can range from \$0 - \$750 per opening. LaBelle Roofing does not do painting or staining. Any drywall work includes one coat of plaster only.

**\$9,122.94**

**TOTAL \$20,095.37**



## PROPOSAL

Propos	[Redacted]
Street	[Redacted]
Email	[Redacted]

*We hereby propose to furnish materials and labor necessary for the installation of a new roof:*

**1. Removal** - Existing roof will be completely stripped and disposed of. All landscape will be completely protected, and cleaned thoroughly afterwards. A construction dumpster will be placed in driveway close to house, but not blocking garage entry. Dumpster will be placed on 2x10 pressure wood to protect driveway. Dumpster Rental and cost disposal are included in this price. Property will be "magnet swept" upon completion of job in order to remove all nails from landscape. Upon removal of existing roof, we will inspect entire roof deck and secure all plywood or existing roof deck. Entire roof deck will be thoroughly secured and inspected. All gutters will be cleaned thoroughly upon completion of roof installation.

Notes: \_\_\_\_\_  
\_\_\_\_\_

**2. Ice & Water Shield Installation** - Six feet of "CertainTeed Winterguard HT" Ice & Water Shield will be installed along all eaves, valley's, roof to wall junctions and skylights. Chimneys and vent pipes will also have ice shields installed in accordance with all state building codes. Where ice shields end, we will install "CertainTeed Diamond Deck" premium synthetic roof underlayment.

Notes: 100% installed on back low sloped section.

**3. Ventilation** - "CertainTeed 12' Ridge Vent" will be installed along top peaks of roof to properly ventilate the attic. If there is no existing ridge vent in place, we will cut two small holes along peak rafters to allow air flow out of the attic. The ridge vent will then have "hip & ridge" caps installed to match roof shingles.

Notes: \_\_\_\_\_

**4. Drip Edge** - 8 inch aluminum drip edge will be installed around entire perimeter of roof. Drip edge will be installed over all ice and water shields to prevent ice dam penetration. Color of drip edge to be determined. Choices are white, aluminum, brown and black. "CertainTeed" starter shingles will be installed over drip edge to prevent high wind damage.

Notes: White Drip Edge will be installed.

**5. Chimney** - All chimneys will have existing lead removed and new lead installed into the base of chimney. New step flashing will be installed as well. Lead flashing will be completely sealed when completed and new mortar will be installed in bricks where new lead has been installed. Note - All chimneys will have ice and water shield installed around all perimeters of the chimney. Ice and Water shields will be installed up six inches of bricks (lead matted down over water shields); this will prevent any leaks around chimney. "Grace" Ice/Water Shield will be used around chimney to provide maximum protection.

Notes: \_\_\_\_\_  
\_\_\_\_\_

6. Vent Pipes - All vent pipes will have new vent pipe flashing "boots" installed over all protruding vent pipes.

Notes: \_\_\_\_\_  
\_\_\_\_\_

7. Skylights - If the roof currently has skylights installed, they will have flashing kits taken off, ice and water shields installed around all four sides, and then all flashing will be reinstalled. All skylights will also be inspected for any wear and tear, broken seals around glass, etc. Glass will be cleaned while we are up on the roof.

Notes: 3 VELUX Fixed SKYLITES installed, and 2 VELUX Fixed SKYLITES installed, with SOLAR blinds installed in SKYLITE. Fixed SKYLITE with installation - 1000, Fixed SKYLITE installed with SOLAR blinds (Room Darkening) \$1500 per SKYLITE installed.

8. Roof Installation - "Certainteed Landmark" architect shingles will be installed with 5 inch exposure, using 5 nails per shingle. If we upgrade roof shingles to "Landmark Pro" Designer shingles there will be an additional charge of \$ 500.

All roof installations will carry "Certainteed SureStart Plus" 4 Star Extended Warranty Protection.

Notes: \_\_\_\_\_  
\_\_\_\_\_

9. Carpentry Repairs and Additional Work

Notes: ANY Damaged Plywood Replaced at an additional rate of \$80 per sheet, if necessary.

*Limited Warranty - Magee Restorations will promptly correct any work that is defective within 4 years of contracted work. This includes any leaks from rain, defective shingles or any other problem that may occur with the roof, with the exception of ICE DAMS. The owner agrees to notify us in writing, email or by phone, specifying the nature of any complaint in detail. We will rectify any problem within 2 weeks of notification free of charge - Labor and materials. No warranty is provided for ordinary wear and tear, fading, mold/algae stains. We do not warranty areas of work completed by homeowner or other contractors.*

WE PROPOSE: hereby to furnish materials and labor - complete accordance with the above specifications for the sum of:

SEVEN THOUSAND TWO HUNDRED + SKYLITES (\$4,000) dollars (\$ 7,200 + SKYLITES (\$4,000))

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

X Shawn Magee  
Authorized Signature

Note: The proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

ACCEPTANCE OF PROPOSAL: The above prices, specification and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_  
Signature \_\_\_\_\_

Windows

# Roofer's Edge & Siding, Inc.

Carpentry  
Painting

kevinblakeman@roofersedgeinc.com  
www.roofersedgeinc.com  
2 Summer Street  
Suite 306

Doors

Office: 508-650-4995

Natick, MA 01760

Cell: 774-286-1240

Gutters  
Leaf Guards

## Residential Contracting Agreement



Read this agreement and make sure you understand it before signing it.  
This agreement has legal force and effect and binds those who sign it.



Massachusetts Home Improvement Contractors Registration # 157411  
Licensed General Contractor # 46783

### Notice:

All home improvement contractors and subcontractors engaged in home improvement contracting, unless specifically exempt from registration by provisions of Chapter 142a of the general laws, must be registered with the Commonwealth of Massachusetts. Inquiries about registration and status should be made to the Office of Consumer Affairs and Business Regulation, Ten Park Plaza, Suite 5170, Boston, MA 02116, 617-973-8787

This agreement is made on 7/3/21 between ROOFER'S EDGE & SIDING, INC.  
(DATE) (CONTRACTOR)  
of 2 SUMMER STREET SUITE 306 NATICK, MA 01760  
(ADDRESS)  
here [REDACTED]  
of [REDACTED]  
hereafter called "Owner".

**DETAILED DESCRIPTION OF WORK TO BE PERFORMED & DETAILED DESCRIPTION OF MATERIALS TO BE USED**  
Contractor agrees to perform in a good and workmanlike manner all work detailed below and materials to be used in performing described work consist of the following.

- Apply tarp to protect grounds surrounding area of home.
- Strip existing shingles from roof of home. Includes up to 2 layers. 3 SKY LIGHTS 43X26
- Dispose of debris into dumpster, provided by contractor.
- Nail down loose boards as needed. 1 FIXED 2 JEWELING
- Check for damaged wood on roof of home.
- Replace up to 3 sheets of plywood or 100 ft. of linear boards included in contract.
- Replace plywood at \$ 75.00 per sheet or plank board at \$ \_\_\_\_\_ per linear foot addition if needed.
- Apply 6 ft. of rubber ice and water shield to all fascia areas of home.
- Apply 6 ft. of ice and water shield around chimney, valleys and skylights if apply.
- Install 8 inch drip edge to all edges of roof.
- Install starter strip to all edges of home.
- Install new pipe vent flanges.
- Install ridge vent to home.
- Install new step flashing around chimney and lead if needed. YES
- Apply underlayment over roof boards of home.
- Apply lifetime warranty architectural shingles by Synthic GAF Timberline HD or Certaineed Landmark
- Clean yard of debris.
- Magnetic clean up of nails.
- Tax and insurance included. PERMIT 10 YEAR WARRANTY ON CRAFTMANSHIP

### II PRICE

Contractor agrees to do all work described in Section I for the total price of \$ 10,600.00

### III PAYMENT

Payment will be made as follows:  
(33 1/3) % (\$ 3700.00) upon signing Contract. \_\_\_\_\_ % (\$ 7200.00) upon completion of JOB  
\_\_\_\_\_ % (\$ \_\_\_\_\_) upon completion of \_\_\_\_\_

\* A 1 1/2 % monthly service charge assessed to all accounts 30 days beyond final due date.

### Notice:

No agreement for home improvement contracting work shall require a down payment (advance deposit) of more than one-third of the total contract price or the total amount of all deposits or payments which the Contractor must make, in advance, to order and/or otherwise to obtain delivery of special order materials and equipment, whichever amount is greater.

### IV. COMMENCEMENT AND COMPLETION OF WORK

Contractor will not begin the work or order the materials before the third day following the signing of this Agreement, unless specified here in writing. Contractor will begin the work on or about \_\_\_\_\_ (date). Barring delays caused by circumstances beyond Contractor's control, the work will be completed by \_\_\_\_\_ (date). The Owner hereby acknowledges and agrees that the scheduling dates are approximate and that delays that are not avoidable by the Contractor shall not be considered as violations of this Agreement.

Workers Compensation and Public Liability coverage on all work

OWNER:

DO NOT SIGN THIS CONTRACT IF THERE ARE ANY BLANK SPACES

Ronald Brown  
Contractor's Signature  
7/3/21  
Date Signed

Owner's Signature \_\_\_\_\_ Date Signed \_\_\_\_\_

Owner's Signature \_\_\_\_\_ Date Signed \_\_\_\_\_

Applicant 108:

New roof (leaking)

Number in Household: 3 – ages 41, 15, 9

Income: \$60,000, 58% AMI

Senior Household: No

Minority: No

Disabled: No

Deed Restricted; YES (Home Preservation)

Assessed Value of House: \$251,443, Mortgage: \$135,000, Equity of \$116,443

Amount Requested: \$5,000

Estimates Received:

CHC	\$ 16,357
Long Roffing	\$ 24K – 33K
NewPro	\$ 21,257



# Town of Sudbury

Sudbury Housing Trust

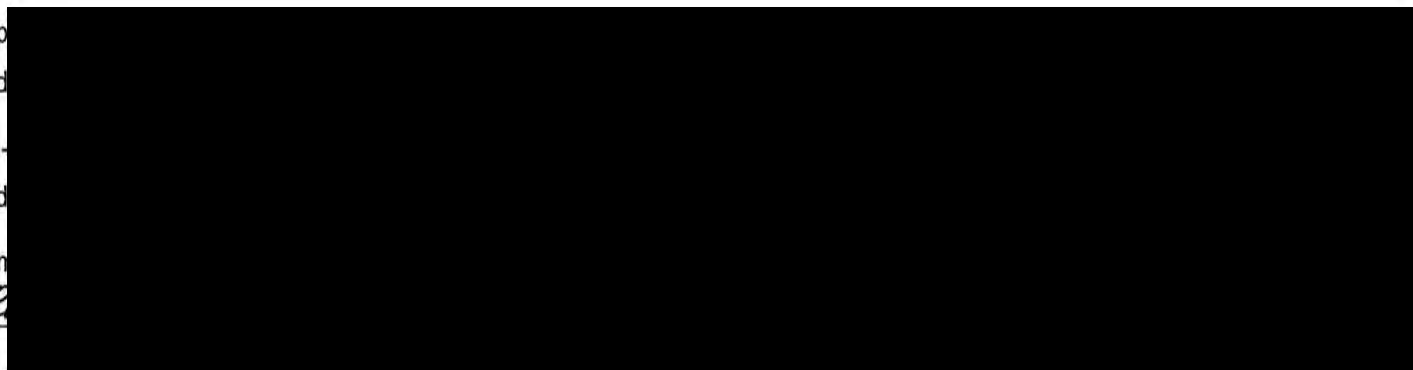
Flynn Building  
278 Old Sudbury Rd  
Sudbury, MA 01776  
978-639-3387

<http://www.sudbury.ma.us>  
[SudburyHousingTrust@sudbury.ma.us](mailto:SudburyHousingTrust@sudbury.ma.us)

## SMALL GRANT PROGRAM APPLICATION

### 1. Household Information

App  
Add  
Co-  
Add  
Num  
R



Any person in the household (optional):

Veteran:  No  Yes    Disabled:  No  Yes    Deed Restricted Property:  No  Yes

### 2. Property Information (optional)

Is there a mortgage on the property?     No     Yes, Balance: \$135,685.04  
*Please attached tax bill showing assessed value, and statement showing mortgage/lien balance*

Is the property your primary residence?     No     Yes

Do you own additional real estate?     No     Yes, Address: \_\_\_\_\_  
*Please attached tax bill showing assessed value, and statement showing mortgage/lien balance*

### 3. House Repair Needed

Indicate the amount requested, and which estimate you are requesting:    \$ 19,558.41

Please describe the work needed. Is completion of this work item related to preserving the structural integrity of the dwelling or health/safety/welfare of its occupants? Describe the urgency of need.

*On 02/09/2021 roof started to leak. It was a lot of mud during February and beginning of March. After snow was removed from the roof, leaking had not stopped. With every rainy day it leaks again. The roof needs to be replaced, as all interior is already damaged. It will be more damage to walls and ceiling, if did not replaced. Here are three proposals attached. Shingle roofing is not working, I am choosing EPDM roofing estimate from C & K roofing.*



27 Concord Street  
Maynard, MA 01754

781-518-3456 / 781-736-9621



**PROPOSAL**

DATE: 3/16/2021

This proposal may be withdrawn by us if not accepted within 30 days

To: [Redacted]

Sales Person:

Al Lopez

Job Name / Location:

[Redacted]

Proposal Number:

21-0304



We hereby submit specifications and estimates for:

**Replacing approximately 1,864 square feet with EPDM Rubber Roofing System:**

- 1 Remove existing roofing layers until the structural wood deck is exposed and dispose.
  - 2 Furnish and Install 1/2" Energy Efficient Polyiso Insulation system to properly drain the water from roof. Base layer insulation to be mechanically fastened to wood deck as per manufacturer specifications .
  - 3 Install New PT wood nailer blocking at the outside edge to match height of the new insulation, as needed.
  - 4 Furnish and Install new MuleHide ROOFING SYSTEM (EPDM Rubber) .060 mil. over new insulation, as per manufactures specifications - Fully Adhered
  - 5 Furnish and install Edge Metal on entire building as needed, per manufactures specifications. Strip edge metal with 6" wide cover tape strip flashing centered on seam.
  - 6 Properly Re-flash all roof penetrations, and Skylights if applicable under manufactures specifications.
  - 7 Run the membrane up 12 inches on all walls and Chimney and Terminated with Termination Bar.
  - 8 Add Black Lap Seal as needed to all seams per manufactures specifications.
- Replacing approximately 1,864 square feet of Drywall Ceiling in Living Room.
- 9 Cover all Floor, Furniture inside the room with Plastic and Painters Cloths.
  - 10 Remove Existing drywall Ceiling and Dispose into Contractors dumpster.
  - 11 Furnish and Install new 1/2" Drywall Ceiling. Drywall to be fasten with 1 1/4" screws.
  - 12 Furnish and install Drywall Tape on all the drywall seams and cover it with Joint Compound
  - 13 Sand down ceiling as much as necessary for a better adhesion of primer and paint.
  - 14 Furnish and Paint Ceiling and Walls with Benjamin Moore Paint.
  - 15 Clean, remove, and properly dispose of all debris caused by our work.

Investment Options

Interior Work Included in Prices

Roof Replacement - Landmark Pro w/ Full Ice and Water	\$16,356.67
Roof Replacement - Landmark Pro w/ Full Ice and Water & EPDM System	\$19,558.41
Roof Replacement - EPDM Roofing System	\$21,006.65

All work done by C&K Roofing, Inc will be under 10 Years warranty on labor and 20 years on materials. As an occupied building, the work will be done by sections, and every section must be done daily. The job site has to be organized, secure and clean at all times.

Building permits Fee is included.



TRUSTED NAME SINCE 1944  
**LONG ROOFING**  
 We Build Trust and Peace  
 into Every Roof



FOR: [REDACTED]

Project Scope: Full Roof Replacement - PVC

Includes: Drip Edge, Wind Guard, Snow & Ice Shield, Ridge Vent, Underlayment  
 Other Options:

Deck Sheathing: Oswood - 1/2" Thick      Hardwood - \$2.50 per LF

3-Tab/VT 28	Landmark	Landmark PRO	Highland Slate
FlexTens Select	FlexTens Select	Diamond Deck	Diamond Deck
205 lbs per sq.	240 lbs per sq.	200 lbs per sq.	240 lbs per sq.
60/70 mph Wind Resistance	11.0 mph Wind Resistance	130 mph Wind Resistance	130 mph Wind Resistance
10 Yr. Scream Guarantee	10 Yr. Scream Guarantee	15 Yr. Scream Guarantee	15 Yr. Scream Guarantee
20 Yr. Non-Fracted Warranty	20 Yr. Non-Fracted Warranty	50 Yr. Non-Fracted Warranty	50 Yr. Non-Fracted Warranty

ment (365 Days)  
 Warrant  
 W

\$ 33,115  
 \$ 24,803  
 \$ 26,442

- 360 -  
 - 30 -  
 - 140 -

Rolled Roof

21257

done April 30

**Jeremy Karlin**

Assistant HI Manager

0 Down \$280/month



AFTER April 30 - June 30

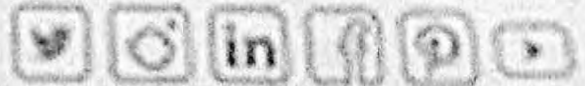
22376

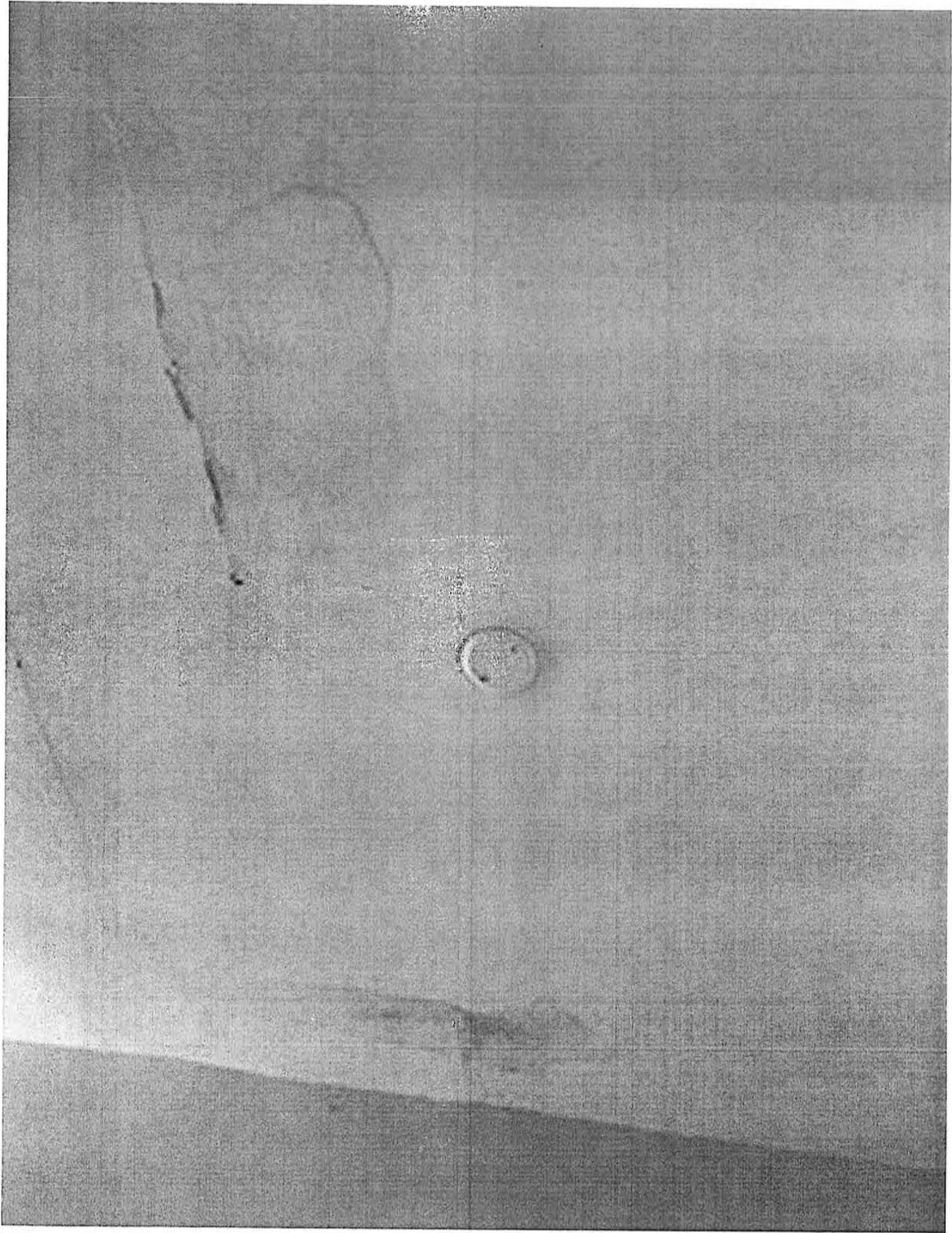
N.E. Ave 22607

☎ 339.927.4289

✉ JKarlin@newpro.com

📍 475 Washington St.  
Wrentham, MA 02093  
800.342.2211







Carroll cold air

## Duchesneau, Adam

---

**From:** Duchesneau, Adam  
**Sent:** Thursday, March 18, 2021 11:48 PM  
**To:** 'MAIL@BEALSANDTHOMAS.COM'  
**Subject:** Request for Services – Sudbury Property Development Analysis  
**Attachments:** 67-73 Nobscot Road Map.pdf

Hello,

The Town of Sudbury's Housing Trust and Housing Authority are seeking engineering services to perform a site analysis on a piece of property the two entities are considering purchasing to develop with affordable housing dwelling units. The subject property is approximately 5.4 acres in size located at 67-73 Nobscot Road in Sudbury, MA. Please see the attached map with the site outlined in red for further reference. The piece of land under consideration currently has four existing principle buildings and other accessory structures, and is a part of a larger, approximately 28.7 acre parcel (Assessor's Map L06-0009). It is envisioned the existing buildings on the property may be demolished prior to the Town taking ownership of the site. The Housing Trust and Housing Authority are interested in obtaining the services of a consultant who could provide an initial development feasibility analysis for the property assessing the number of single-family and/or two-family dwelling units that could be located on the property including a site survey, assessment of usability of the current structures, soil testing to assess suitability for septic systems and the maximum number of possible bedrooms, conceptual Site Plan including potential location of buildings, driveway locations, setbacks, etc., preparation of a preliminary development budget, and to deliver some type of final report with recommendations from a civil engineering perspective.

Submissions to this request containing a scope of work and estimated cost for the services must be submitted by **12:00 Noon on Monday, April 12, 2021** by emailing a PDF to Adam Duchesneau, Director of Planning and Community Development for the Town of Sudbury, at [DuchesneauA@sudbury.ma.us](mailto:DuchesneauA@sudbury.ma.us). Questions regarding this request for services can be directed to [DuchesneauA@sudbury.ma.us](mailto:DuchesneauA@sudbury.ma.us) or 978-639-3398.

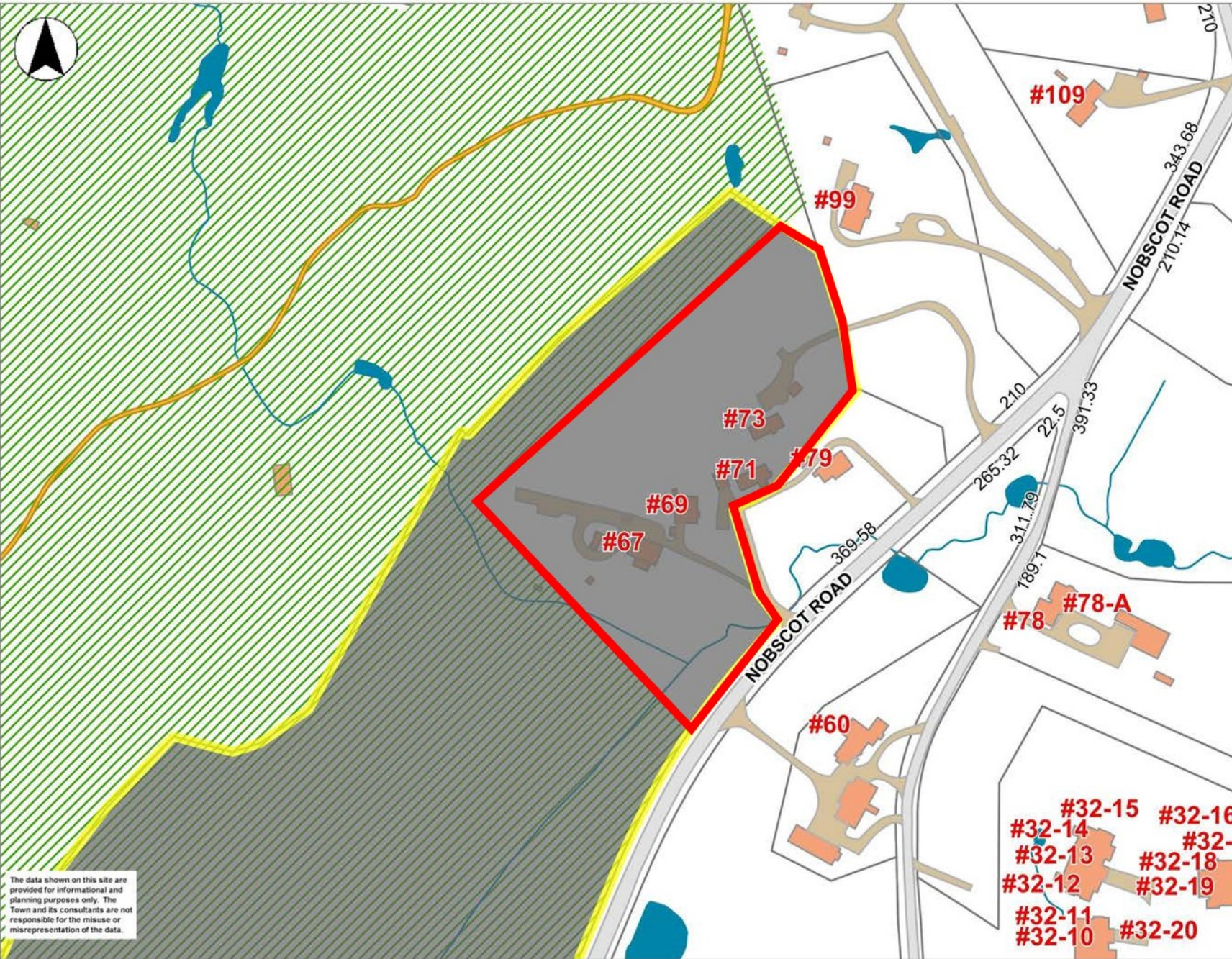
Please let me know if you have any questions. Thank you.

Adam

Adam L. Duchesneau, AICP  
Director of Planning & Community Development  
Town of Sudbury | Flynn Building, 278 Old Sudbury Road | Sudbury, MA 01776  
t 978-639-3398 | f 978-639-3314 | [DuchesneauA@Sudbury.MA.us](mailto:DuchesneauA@Sudbury.MA.us)  
[www.sudbury.ma.us](http://www.sudbury.ma.us)



- Bridges
- Driveways
- Parking Lots
- Medians
- Sidewalks
- Curbs
- Roads
- Paved Roads
- UnPaved Roads
- Parcels
- Streams Ortho
- Streams CIR
- Lake/Reservoir
- OpenSpace: Interest Overl
- Conserv. Restriction
- Ag. Pres. Restriction
- Other Legal Interest
- Buildings
- MA Highways
- Interstate
- US Highway
- Numbered Routes
- Town Boundary
- Streets



The data shown on this site are provided for informational and planning purposes only. The Town and its consultants are not responsible for the misuse or misrepresentation of the data.

0 280 560 ft

Printed on 03/18/2021 at 11:15 PM

MapsOnline