



Town of Sudbury

Housing Trust

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MINUTES

67-73 NOBSCOT ROAD SUBCOMITTEE

APRIL 29, 2021 AT 8:30 AM

VIRTUAL MEETING

Housing Trust Members Present: Vice Chair John Riordan, Kelley Cronin, and Karl Pops

Sudbury Housing Authority Members Present: Amy Lepak, Steven Swanger, and Tania Vitvitsky

Others Present: Director of Planning and Community Development Adam Duchesneau

Mr. Riordan called the meeting to order at 8:38 AM.

Minutes for Approval: April 15, 2021

Mr. Duchesneau indicated these draft minutes were not yet ready for review.

67-73 Nobscot Road – Possible Property Acquisition – Status Update and Discussion

Mr. Riordan noted the intent of the meeting was to see which firm the subcommittee would like to perhaps work with or if there were other questions.

Mr. Swanger asked for confirmation if the test pits would be an extra cost, and Mr. Riordan and Mr. Pops confirmed that was correct.

There were discussions regarding the meetings which each firm would offer and it was confirmed each firm offered some number of meetings in each proposal.

Ms. Cronin recommended an Excel spreadsheet with the cost of each proposal and what was not included in each proposal be developed.

Mr. Swanger noted every proposal should include draft scenarios with single- and two-family dwellings, and each proposal should include draft scenarios where the buildings were completely razed.

Mr. Pops inquired about the unit mix the subcommittee was leaning towards. Mr. Swanger noted that based on past analysis, the community mostly needed two-bedroom units. Mr. Duchesneau

stated the Fire Department indicated three-family dwellings would require sprinkler systems and therefore the subcommittee wanted to stay away from these types of units due to the costs of implementing such systems. Mr. Pops stated it seemed there was not a pressing need for additional single-family dwellings in the community.

There was then discussion regarding the types of dwelling units that would be appropriate for the property, single-family versus two-family dwellings.

At this time Ms. Cronin left the meeting.

Ms. Vitvitsky asked if there was confirmation regarding the existence of the easement over 99 Nobscot Road still being in place. Mr. Duchesneau indicated he was still waiting to hear back from Town Counsel on the matter.

Mr. Riordan noted obtaining confirmation on the viability of the easements from Town Counsel was very important.

Mr. Swanger indicated Beals + Thomas, Bohler Engineering, and perhaps Hancock Associates offered a couple of draft scenarios. There was then discussion regarding what the potential draft scenarios should include.

Mr. Duchesneau discussed developing a spreadsheet with information from each proposal and recommended each member of the subcommittee review one proposal to insert this information.

There was then discussion regarding the Sullivan, Connors & Associates proposal. It was determined that because the proposal was submitted late, it should not be considered with the other proposals.

Mr. Swanger made a motion to limit the proposals which were being reviewed and considered to those that were submitted on time, which would exclude the Sullivan, Connors & Associates proposal. Ms. Lepak seconded the motion. Roll Call Vote: Mr. Riordan – Aye, Ms. Cronin – Absent, Ms. Lepak – Aye, Mr. Pops – Aye, Mr. Swanger – Aye, and Ms. Vitvitsky – Aye.

Mr. Duchesneau indicated he would develop a spreadsheet template where information from each proposal could be entered into one place. Ms. Vitvitsky and Mr. Pops agreed to review the format of the spreadsheet.

At this time Ms. Vitvitsky left the meeting.

It was determined the following subcommittee members would review the following engineering proposals to enter in specific information to the spreadsheet from each specific proposal:

Steven Swanger – Allen & Major Associates
Karl Pops – Bohler Engineering
John Riordan – Beal + Thomas

Amy Lepak – Hancock Associates
Tania Vitvitsky – Devellis Zrein Inc.

Mr. Swanger felt the Sudbury Housing Authority and the Housing Trust should be informed additional funding would be required to engage any of the engineering firms. Mr. Riordan recommended an additional \$7,500 from the Sudbury Housing Authority and Housing Trust would be needed.

The subcommittee members determined their next meeting would be on May 8, 2021 at 8:00 AM.

Ms. Lepak stated the subcommittee should determine whether or not to interview the top 2-3 firms at the meeting on May 8, 2021.

At 9:52 AM, Mr. Riordan made a motion to adjourn the meeting. Mr. Pops seconded the motion. Roll Call Vote: Mr. Riordan – Aye, Ms. Cronin – Absent, Ms. Lepak – Aye, Mr. Pops – Aye, Mr. Swanger – Aye, and Ms. Vitvitsky – Absent.