



Town of Sudbury

Housing Trust

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MINUTES

AUGUST 12, 2021 AT 8:00 AM

VIRTUAL MEETING

Housing Trust Members Present: Chair Cynthia Howe, Vice Chair John Riordan, Kelley Cronin, Janie Dretler, Carmine Gentile, Robert Hummel, and Karl Pops

Housing Trust Members Absent: Susan Scotti

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 8:02 AM.

1. Minutes: Approve Meeting Minutes of July 8, 2021, if presented

Mr. Riordan made a motion to approve the minutes of July 8, 2021 as amended. Mr. Gentile seconded the motion. Roll Call Vote: Ms. Howe – Aye, Mr. Riordan – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, Mr. Hummel – Aye, and Mr. Pops – Aye.

3. Financial Update

- Vote to Ratify the FY21 May Transactions

Ms. Rust provided a brief overview of what the transactions entailed noting the reports were as of the end of May 2021 and did not factor in items from the new fiscal year.

Mr. Riordan made a motion to ratify the FY21 May Transactions. Mr. Gentile seconded the motion. Roll Call Vote: Ms. Howe – Aye, Mr. Riordan – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, Mr. Hummel – Aye, and Mr. Pops – Aye.

Ms. Rust then called out the CP-3 Report which needed to be submitted to the Community Preservation Committee.

2. Discussion/Update/Financials: 67-73 Nobscot Road

Ms. Rust noted the letter to the abutter and the Memorandum of Agreement. Mr. Duchesneau provided a status update on the letter and the various agreements which had been executed. He also indicated he provided an update on the 67-73 Nobscot Road initiative to the Select Board on August 10, 2021.

Ms. Cronin provided an update on the contact she had made with some of the immediate abutters.

Mr. Pops inquired as to the abutters the outreach letter was sent to and Ms. Cronin indicated it was sent to primarily the immediate abutters to the property.

Ms. Dretler inquired as to what point the Housing Trust was legally required to notify abutters. Ms. Cronin indicated there was no requirement to notify the abutters until there were any planning or zoning permits being sought for the property.

Mr. Gentile stated he felt it was a good idea to notify the surrounding community, especially when there would be a public hearing or meeting regarding the property.

Ms. Cronin indicated she felt a wide outreach net should be cast for public meetings regarding the property in the future. All Housing Trust members agreed as well.

4. Trust Developed Properties – Updates if Presented

- Maynard Road

Ms. Cronin noted the situation at the property was not as horrible as it appeared to be in the photographs submitted by the unit owner. She indicated the consultant which had been hired was preparing a report regarding the deficiencies in the building which the Housing Trust could review. Mr. Riordan stated he passed by the property almost daily and to him it appeared the stormwater infrastructure on the lot was working as designed.

- Dutton Road

Ms. Rust indicated they were working through evaluating the situation and a dumpster was on site to remove damaged items from the unit. She noted the insurance company was requiring paperwork in order to assess the claim for the property.

- Robbins Road

Ms. Rust indicated Mr. Pops had been working with the homeowner in an attempt to identify the source of the roof leak issue which had a chimney involved. Mr. Pops stated the homeowner was looking to go with a different roofing material which should address the issue if a proper contractor conducted the work.

5. Trust Meetings

- Regular Meetings at 8:00 AM: September 9, 2021 and October 14, 2021

Ms. Howe noted these meeting dates.

6. Rental Assistance: Program Closed for Now

Ms. Howe noted the status of the program.

Mr. Pops asked when the submission deadline was for the Small Grants Program as he wanted to provide some additional information for people in advance of the next deadline. Ms. Rust indicated the information could be sent to her for posting and at the October 14, 2021 meeting, where the Small Grants Program applications could be reviewed.

There was then a brief discussion on whether to hold meetings in person or continue to hold them virtually, and the Housing Trust members felt it made more sense, for a variety of reasons, to continue to meet virtually for the foreseeable future.

Other or New Business

Amy Lepak from the Sudbury Housing Authority (SHA) indicated the SHA had discussed the Memorandum of Agreement with the Housing Trust at their last meeting and noted they had paid their share of the first Beals + Thomas invoice. She also noted this invoice was paid with income from a rental property on Landham Road and not with Community Preservation Act funds.

At 8:51 AM, Mr. Gentile made a motion to adjourn the meeting. Ms. Dretler seconded the motion. Roll Call Vote: Ms. Howe – Aye, Mr. Riordan – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, Mr. Hummel – Aye, and Mr. Pops – Aye.