



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

MINUTES

DECEMBER 9, 2021 AT 8:00 AM

VIRTUAL MEETING

Housing Trust Members Present: Vice Chair John Riordan, Kelley Cronin, Janie Dretler, Carmine Gentile, Karl Pops, and Susan Scotti

Housing Trust Members Absent: Chair Cynthia Howe and Robert Hummel

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

Mr. Riordan called the meeting to order at 8:03 AM.

1. Minutes: Approve Meeting Minutes of November 18, 2021, if presented

Ms. Dretler made a motion to approve the minutes of November 18, 2021. Mr. Gentile seconded the motion. Roll Call Vote: Mr. Riordan – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, Mr. Pops – Aye, and Ms. Scotti – Aye.

2. Financial Update

- Vote to Ratify the FY22 October Transactions

Ms. Rust provided a brief overview of what the transactions entailed.

Ms. Cronin made a motion to ratify the FY22 October Transactions. Mr. Gentile seconded the motion. Roll Call Vote: Mr. Riordan – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, Mr. Pops – Aye, and Ms. Scotti – Aye.

3. Housing Trust Meetings

- Note Upcoming Meetings, 8:00 AM: January 13, 2022 and February 10, 2022

Mr. Riordan noted the above future meeting dates and asked the Housing Trust members to mark their calendars accordingly.

4. Dutton Road – Debbie Hoak (Executive Director Greater Worcester Habitat for Humanity) Attending

Debbie Hoak, Executive Director of the Greater Worcester Habitat for Humanity, was in attendance to discuss the property at 490 Dutton Road. She provided a brief overview of the situation at the property. Ms. Hoak indicated the property owner had been making payments on the unit and then, unfortunately, suddenly passed away. There was then an extensive legal process to determine who owned the property as the only remaining family member had only recently turned 18 years of age. Once the house was vacated, after a bit of time had passed, a pipe burst and was left unrepaired for a significant portion of time which caused water damage to the unit, and this is currently being addressed. Ms. Hoak stated Habitat for Humanity would like to partner with the Housing Trust on addressing these unit repairs so the dwelling can be sold, including assisting with some of the financial matters until the property can be transferred (upfront funding for repairs).

Ms. Cronin inquired as to how much of the cost the insurance company would be covering for the repairs. Ms. Hoak stated she had not received a scope or amount just yet, so she was unsure.

Ms. Cronin asked how much of the mortgage was outstanding Ms. Hoak indicated about 90,000 was still outstanding, but the dwelling unit could sell for about \$175,000 to \$180,000 prior to any capital improvements.

Ms. Cronin inquired if Habitat for Humanity currently owned the unit. Ms. Hoak stated they did not and noted the dwelling was still in the probate court process at this time.

Mr. Riordan asked when the Housing Trust would know about the scope of work for the remediation and the insurance payment estimates. Ms. Hoak stated she was expecting to have the scope of work prior to the Housing Trust meeting, but still did not have it. She noted she was very unsure of the timeline, but was hoping it would only take a few more weeks to receive the scope.

Mr. Riordan inquired who will become the owner of the dwelling unit as part of the probate process. Ms. Hoak stated the 18-year-old family member will retain formal ownership of the unit until a new owner purchases the dwelling.

Mr. Gentile stated he was anticipating a written agreement with the owner to reimburse Habitat for Humanity and the Housing Trust upon sale of the property would be implemented. Ms. Hoak stated the goal was to make both Habitat for Humanity and the Housing Trust whole at the time of the re-sale of the dwelling unit.

Mr. Riordan asked if any Housing Trust funds had been expended on this matter to this point. Ms. Rust indicated no funds had been spent regarding this situation. She recommended the Housing Trust vote to have the Chair and Vice Chair work with Town staff and Habitat for Humanity to draft a formal agreement to bring back to the Housing Trust for a vote at a future meeting.

Mr. Riordan made a motion to authorize the Housing Trust Chair and Vice Chair to work with Town staff and Habitat for Humanity to draft a formal agreement for the remediation situation at 490 Dutton Road to bring back to the Housing Trust for a vote at a future meeting. Mr. Gentile seconded the motion. Roll Call Vote: Mr. Riordan – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, Mr. Pops – Aye, and Ms. Scotti – Aye.

5. Rental Assistance – Review Proposed Changes

Ms. Rust indicated the Housing Trust had received \$388,500 in Community Preservation Act funds for additional rental assistance and to create one unit of affordable housing at the 2021 Annual Town Meeting. Ms. Rust noted Ms. Valenta was in attendance to walk through some of the proposed modifications to the Rental Assistance Program which had been voted upon at the last meeting.

Mr. Riordan indicated he was hoping at least some of this money could be used to create a new affordable housing unit for the community. He also inquired about the possibility of American Rescue Plan Act (ARPA) funds being allocated to the Rental Assistance Program and wondered about the timeline for any awarding of this funding. Ms. Dretler indicated the Select Board had extended the deadline for possible ARPA projects to the end of December 2021 and, as such, the Select Board has not yet begun to review all of the requests which had been submitted.

Mr. Gentile indicated the \$75,000 he had requested in House Bill 4269 to assist Sudbury residents with their mortgage payments was included and now the Town of Sudbury was just waiting on a check from the state before the program could be implemented.

There was then discussion regarding the proposed parameters for the Rental Assistance Program in the outline document which Ms. Rust had prepared, including need, household income limits, and amount of assistance.

Ms. Rust made a suggestion of the program being rolled out with the parameters as outlined, reviewing how it goes, and then possibly revising the program if and as needed.

Mr. Riordan made a motion to allocate \$125,000 of the \$388,500 Community Preservation Act funds which were awarded to the Housing Trust at the 2021 Annual Town Meeting to fund the Rental Assistance Program. Ms. Cronin seconded the motion. Discussion ensued regarding the \$125,000 amount as Mr. Gentile and Mr. Pops felt a lesser amount to start might be more appropriate. Ms. Cronin noted the amount of funding for the program could always be increased at a later time. Mr. Riordan then withdrew the motion.

Mr. Pops made a motion to allocate \$80,000 of the \$388,500 Community Preservation Act funds which were awarded to the Housing Trust at the 2021 Annual Town Meeting to fund the Rental Assistance Program. Mr. Gentile seconded the motion. Roll Call Vote: Mr. Riordan – No, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, Mr. Pops – Aye, and Ms. Scotti – Aye.

Mr. Pops made a motion for the Rental Assistance Program to provide rental assistance to reduce a household's rental payment to 30% of their household income, so the assistance payment would be up to the amount listed in item 2.a. of the memorandum (1-bedroom: \$500, 2-bedroom: \$750, 3-bedroom: \$1,000, 4-bedroom: \$1,250), or to assist the household by reducing the household's income amount expended on rent to at least 30%, whichever amount was greater. Mr. Gentile seconded the motion. Roll Call Vote: Mr. Riordan – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, Mr. Pops – Aye, and Ms. Scotti – Aye.

Mr. Riordan provided some comments regarding his concerns about the initial application period timeline for the Rental Assistance Program and he recommended it be lengthened as much as possible.

6. 67-73 Nobscot Road – Site Feasibility Analysis Update

Mr. Duchesneau indicated he did not have a significant update on the site feasibility analysis and was still awaiting information from the consultant, Beals + Thomas. He noted approximately 40% of the funding allocated for this project had been spent through the end of November 2021.

Public Comment

There were no public comments.

Other or New Business

There was no discussion under this topic.

2. Financial Update

○ American Rescue Plan Act (ARPA) Funds Update

Mr. Duchesneau provided a brief update noting the Select Board had extended the project ideas submission deadline until December 31, 2021 and would be reviewing all of the possible projects for funding in early 2022. He also indicated it seemed the current project funding requests already well exceeded the amount of ARPA funds that would be allocated to the Town of Sudbury.

At 9:50 AM, Mr. Gentile made a motion to adjourn the meeting. Ms. Dretler seconded the motion. Roll Call Vote: Mr. Riordan – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, Mr. Pops – Aye, and Ms. Scotti – Aye.