



# Town of Sudbury

## Housing Trust

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### MINUTES

SEPTEMBER 9, 2021 AT 8:00 AM

### VIRTUAL MEETING

**Housing Trust Members Present:** Chair Cynthia Howe, Kelley Cronin, Janie Dretler, Carmine Gentile, Robert Hummel, Karl Pops, and Susan Scotti

**Housing Trust Members Absent:** Vice Chair John Riordan

**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 8:04 AM.

#### 1. Minutes: Approve Meeting Minutes of August 12, 2021, if presented

Mr. Gentile made a motion to approve the minutes of August 12, 2021 as amended. Ms. Cronin seconded the motion. Roll Call Vote: Ms. Howe – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, Mr. Hummel – Aye, Mr. Pops – Aye, and Ms. Scotti – Aye.

#### 2. Financial Update

- Vote to Ratify the FY21 June Transactions

Ms. Rust provided a brief overview of what the transactions entailed noting the reports were as of the end of June 2021. She noted the Emergency Rental Assistance Program was now closed.

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

Ms. Rust provided an overview of the multi-year financial details. She indicated that compared to the budget, the fees were about \$4,000 short of the budget, but this was due to the timing of when the fees had been received.

#### 3. Trust Meetings

- Regular Meetings at 8:00 AM: October 14, 2021 and November ??, 2021

Ms. Howe noted these meeting dates and the need to conduct the November meeting on an irregular day due to the Veterans Day holiday. The Housing Trust members agreed to hold their November meeting on November 18, 2021 at 8:00 AM.

#### **4. Trust Developed Properties – Robbins Road**

Ms. Rust indicated a Home Preservation Program unit and owner had applied for a Small Grant to the Housing Trust to repair a chimney. The application materials were recommending \$2,500 for the chimney repair.

Mr. Pops made a motion to approve the Small Grant for \$2,500 to repair the chimney. Ms. Dretler seconded the motion. Roll Call Vote: Ms. Howe – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, Mr. Hummel – Aye, Mr. Pops – Aye, and Ms. Scotti – Aye.

#### **5. 67-73 Nobscot Road – Engineering Update**

Mr. Duchesneau provided an update as to the work which had been undertaken by Beals + Thomas. He indicated that during the week of September 13, 2021, a wetlands scientist would be on site. Mr. Duchesneau also stated he had presented an update to Select Board regarding the project's status in late August 2021.

#### **6. Cold Brook Crossing – Vote to Sign Affordable Housing Restriction**

Ms. Rust noted the Affordable Housing Restriction for the Cold Brook Crossing residential development had been distributed to the Housing Trust members. She was seeking a vote from the Housing Trust to authorize the Chair to sign the document on behalf of the Housing Trust. Ms. Rust indicated how the project was progressing, but the development team could not start marketing the rental units until this document was finalized.

There was then discussion regarding the number of dwelling units in the Chapter 40R Melone Smart Growth Overlay District (101 units) for the project and outside the district (173 units) in the form of townhouse units and a condominium building.

Ms. Cronin made a motion to authorize Housing Trust Chair Cynthia Howe to sign the Cold Brook Crossing residential development Affordable Housing Restriction on behalf of the Housing Trust. Mr. Hummel seconded the motion. Roll Call Vote: Ms. Howe – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, Mr. Hummel – Aye, Mr. Pops – Aye, and Ms. Scotti – Aye.

#### **8. Rental Assistance Program: Discussion**

Ms. Rust indicated continued inquiries had come from the Town's Social Worker asking what would happen to, and what the future would be, of this program. Ms. Howe noted she had a conversation with the Town's Social Worker regarding how the South Middlesex Opportunity

Council (SMOC) Rental Assistance Program and application process were difficult and cumbersome.

Ms. Howe wondered if the rental assistance program was something the Housing Trust wanted to expand or look at as a long-term program for the community. Ms. Rust noted some of the questions around this program and its future, such as removing the COVID impact requirement, would it be simply a rent booster program, etc.

Members of the Housing Trust thought it would be a good idea to speak directly with the Town Social Worker to understand the types of requests she is receiving to understand what the community's need may be.

Ms. Cronin asked for references of other rental assistance programs and how they operated to provide guidance to the Housing Trust. She noted the need was huge in terms of the number of households in Massachusetts who needed assistance, including in Sudbury. Ms. Cronin indicated the question the Housing Trust needed to answer was if they were helping these households in the short term or for the long term?

## **7. Small Grants Program**

The Housing Trust members noted the frequency and amounts of the grants, as well as green efficiency for projects, as issues which needed to be discussed further regarding this program.

Mr. Pops discussed a document he was preparing which could be distributed with the Small Grants Program application materials to encourage and inform applicants about how to incorporate green efficiency items and aspects into their projects.

At this time Ms. Rust and Mr. Hummel left the meeting.

## **Public Comment**

Pat Brown of 34 Whispering Pine Road inquired as to what the "Net/Effective Rent" column was in Exhibit B of the Affordable Housing Restriction as well as the identification of "den" in the restriction.

## **Other or New Business**

Ms. Cronin requested future discussions regarding the Cold Brook Crossing residential development Affordable Housing Restriction and the legal opinions on the Housing Trust documents, as well as Mr. Pops' green efficiency documents.

At 9:04 AM, Ms. Dretler made a motion to adjourn the meeting. Mr. Gentile seconded the motion. Roll Call Vote: Ms. Howe – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Mr. Gentile – Aye, Mr. Hummel – Absent, Mr. Pops – Aye, and Ms. Scotti – Aye.