



Town of Sudbury

Housing Trust

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MINUTES

JULY 25, 2022 AT 8:00 AM

VIRTUAL MEETING

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

Housing Trust Members Absent: Karl Pops and John Riordan

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

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

1. Minutes: Approve Meeting Minutes of May 12, 2022 and June 9, 2022, if presented

Mr. Hummel made a motion to approve the minutes of May 12, 2022 as amended. Ms. Cronin seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Hummel – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Ms. Howe – Aye, and Ms. Scotti – Aye.

Ms. Cronin made a motion to approve the minutes of June 9, 2022. Mr. Hummel seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Hummel – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Ms. Howe – Aye, and Ms. Scotti – Aye.

2. Financial Update

- Vote to Ratify FY22 May Transactions

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

Ms. Cronin inquired about the logistics of the expenditure of Community Preservation Act funds, how these expenditures were tracked, and how they were entered into the Housing Trust's account.

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

- Vote to Approve FY23 Budget

Ms. Rust provided a brief overview of what the budget entailed and provided details regarding the Community Preservation Act funds.

There was then discussion regarding how the Community Preservation Act funds which had been allocated to the Housing Trust would be designated or not to specific projects. Ms. Cronin sought confirmation as to how much funding the Housing Trust could allocate toward a potential purchase of the 67-73 Nobscot Road property. Ms. Howe suggested a very simple budget sheet be provided which broke out the Community Preservation Act funding which had been allocated and expended.

Ms. Dretler made a motion to ratify the FY23 Budget. Ms. Howe seconded the motion.

Discussion ensued regarding the specifics of funding allocations in the FY23 Budget.

Ms. Howe made a motion to amend the original motion to postpone a vote on the FY23 Budget until the next Housing Trust meeting in August of 2022. Ms. Cronin seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Hummel – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Ms. Howe – Aye, and Ms. Scotti – Aye.

3. Update on Community Preservation Coordinator Position

Mr. Duchesneau indicated his office was in the final reference checking stage for one candidate and, if those references came back positive, they hoped to have the new person on board before the Housing Trust's next meeting in August of 2022.

4. 67-73 Nobscot Road – Site Feasibility Analysis Update

Mr. Duchesneau stated on July 19, 2022 a 67-73 Nobscot Road Subcommittee kickoff meeting was held with the Cambridge Housing Authority. The plan was to conduct a site visit to the property the week of August 1, 2022 or August 8, 2022 in order to allow the Cambridge Housing Authority to see the property in person. Mr. Duchesneau noted the Subcommittee was hopeful the Cambridge Housing Authority could help the Housing Trust and the Sudbury Housing Authority understand what the limitations of the endangered species habitat were on the property and, if necessary, how to navigate the Natural Heritage and Endangered Species Program permitting process.

5. Mortgage Assistance Program (State Funded)

Ms. Rust discussed the specifics of the funds which had been expended for this program. Mr. Gentile raised concerns people were not aware of the program. Ms. Howe wondered if the Assessor's Office would allow the Housing Trust to put a link in their Tax Portal to make people aware of the Housing Trust's Mortgage Assistance Program. There was then discussion regarding ways to push out notifications of this program through the various community outreach resources.

6. Local American Rescue Plan Act (ARPA) Awards

- COVID Small Grant Program (\$75,000)
- Mortgage Assistance Program (\$75,000)
- Tenant Rental Assistance Program (\$125,000)

Mr. Duchesneau noted these funds had not been placed into the Housing Trust's account just yet due to the heavy workload on the Finance Department because of the closing of FY22 and start of FY23.

Ms. Dretler noted the Select Board's ARPA funding votes were taken based upon the memorandum submitted to the Select Board from the Housing Trust.

Ms. Cronin wanted to ensure the ARPA funding allocations would be expended for the appropriate programs in the designated amount of time.

Ms. Howe and Ms. Rust agreed to look into some of the details and requirements of these funding allocations for a future meeting.

Mr. Gentile suggested opening back up the rental assistance program. Other Housing Trust members agreed, but Ms. Howe requested that she and Ms. Rust meet regarding the details and requirements of these funding allocations before moving forward with this idea.

Public Comment

There were no public comments.

Other or New Business

Mr. Duchesneau noted the next Housing Trust meeting would be held on August 11, 2022 at 8:00 AM.

At 9:06 AM, Ms. Dretler made a motion to adjourn the meeting. Ms. Cronin seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Hummel – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Ms. Howe – Aye, and Ms. Scotti – Aye.