



Town of Sudbury

Housing Trust

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MINUTES

DECEMBER 8, 2022 AT 8:00 AM

VIRTUAL MEETING

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

Housing Trust Members Absent: Janie Dretler, John Riordan, and Susan Scotti

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

Mr. Gentile called the meeting to order at 8:15 AM.

Board Operations

Minutes: Approve Meeting Minutes of October 13, 2022, October 18, 2022, and November 10, 2022, if presented

Ms. Cronin made a motion to approve the minutes from October 13, 2022, seconded by Mr. Hummel. Roll Call Vote: Mr. Gentile – Aye, Mr. Hummel – Aye, Ms. Cronin – Aye, and Ms. Howe – Aye.

Ms. Howe made a motion to approve the minutes from October 18, 2022 and November 10, 2022, seconded by Ms. Cronin. Roll Call Vote: Mr. Gentile – Aye, Mr. Hummel – Aye, Ms. Cronin – Aye, and Ms. Howe – Aye.

Financial Update

Ms. Cronin made a motion to ratify the FY23 October Transactions, seconded by Ms. Howe. Roll Call Vote: Mr. Gentile – Aye, Mr. Hummel – Aye, Ms. Cronin – Aye, and Ms. Howe – Aye.

Review FY22 Financial Statements

The Housing Trust reviewed the audited FY22 financial statements.

Trustee Appointment Discussion and Recommendation

Jessica Cerullo Merrill introduced herself. Ms. Cerullo Merrill has been a resident of Sudbury for 5 years. She is a professional advocate in healthcare and works to raise the voices of under served populations in

the Commonwealth. She expressed her interest in getting more involved locally and her eagerness to share her experience and skills with the community.

Mr. Gentile made a motion to recommend to the Select Board that Jessica Cerullo Merrill be appointed to the Housing Trust, seconded by Ms. Cronin. Roll Call Vote: Mr. Gentile – Aye, Mr. Hummel – Aye, Ms. Cronin – Aye, and Ms. Howe – Aye.

FY24 Community Preservation Act Funding Request – Housing Trust Allocation

Mr. Gentile recognized Ms. Cronin for presenting the request to the Community Preservation Committee. Ms. Cronin explained that the Community Preservation Committee requested information on how funds would be used. They specifically asked about the 67-73 Nobscot property; how the funds would be used should the Nobscot property not move forward but also requested a breakdown on how all Community Preservation Act funds allocated to the Housing Trust are used. Mr. Gentile suggested that the Housing Trust respond that should the Nobscot project not move forward that the funds would be used to create other affordable housing. Ms. Rust agreed the Housing Trust needed banked funds in order to be able to move forward on the creation of any new affordable housing project. Ms. Rust suggested to the Housing Trust that they may want to make a recommendation to the Select Board to reallocate funds currently designated for mortgage assistance for rental assistance. Community need for rental assistance has been high.

Ms. Cronin made a motion to hold \$100,000 for the preservation of dwelling units, \$100,000 to \$200,000 for the creation of new dwelling units, and the remainder of the funds, \$438,000, to be used for the purchase of 67-73 Nobscot Road or other similar property, seconded by Ms. Howe. Roll Call Vote: Mr. Gentile – Aye, Mr. Hummel – Aye, Ms. Cronin – Aye, and Ms. Howe – Aye.

Housing Trust Initiatives

Rental Assistance Program

Ms. Rust stated there were 45 applications received to date. There are currently 18 applications to be reviewed, 8 had been approved for December assistance, 13 more had been approved for January relief.

Lisa West, a resident of Sudbury and member on the Hope Sudbury board was recognized by Mr. Gentile. Ms. West stated that Hope Sudbury does a large amount of work with rental assistance; she stated approximately 56% of Hope Sudbury's funding is currently going to rental assistance. She also stated that when the Housing Trust Rental Assistance funds have been fully committed they (Hope Sudbury) are the only available resource. Ms. West asked for an approximate processing time of Housing Trust Rental Assistance applications to gain a better perspective on how to best manage assets and insure that Hope Sudbury does not run out of funds for those in need.

Ms. Rust suggested the Housing Trust recommend to the Select Board the expedited moving monies from Mortgage Assistance Program to Rental Assistance Program

Should the Select Board vote to allow the reallocation, Ms. Rust recommended not changing requirements to the Rental Assistance Program mid-stream i.e. add those funds to the current program or use the funds for a similar reevaluated program.

Executive Director of the Sudbury Housing Authority Shelia Cusolito encouraged the reallocation of funds where they are needed and will best support the community.

Select Board member Charlie Russo of 30 Juniper Road stated the Select Board would move quickly to approve the reallocation and that he was in support of all programs where need was so clearly illustrated.

Mr. Gentile made a motion to request the Select Board reallocate the \$75,000 of American Rescue Plan Act (ARPA) funds designated for the Mortgage Assistance Program to be used for the Sudbury Rent Relief Program, seconded by Ms. Cronin. Roll Call Vote: Mr. Gentile – Aye, Mr. Hummel – Aye, Ms. Cronin – Aye, and Ms. Howe – Aye.

Mr. Gentile requested Town staff draft the previously mentioned memo as soon as possible so it could be added to the Select Board’s December 13, 2022 or December 20, 2022 meeting agendas.

Mr. Gentile asked for a Housing Trust member to volunteer to work with Ms. Rust to discuss possible changes to current Rental Assistance Program requirements. Ms. Howe offered to work with Ms. Rust and come back to the Housing Trust with recommendations. An additional meeting of the Housing Trust was scheduled for January 4, 2023 at 7:45 AM to discuss changes to the Rental Assistance Program.

67-73 Nobscot Road

Mr. Duchesneau notified the Housing Trust that Beals + Thomas has reached the \$30,000 limit on their original agreement. Beals + Thomas is requesting an additional \$3,000 to complete the necessary site feasibility analysis work. Mr. Duchesneau requested the Housing Trust to authorize the additional work/money and negotiate with the Sudbury Housing Authority to fund half or \$1,500.

Ms. Cronin made a motion to authorize an additional \$1,500 to pay Beals + Thomas with the Sudbury Housing Authority paying \$1,500 for a total of \$3,000 to finish the necessary work, seconded by Ms. Howe. Roll Call Vote: Mr. Gentile – Aye, Mr. Hummel – Aye, Ms. Cronin – Aye, and Ms. Howe – Aye

Mr. Duchesneau also indicated that the Cambridge Housing Authority would be having a preliminary meeting with the Natural Heritage & Endangered Species Program in the near future to discuss endangered species habitat constraints at the property.

Public Comment

Ms. Cusolito spoke regarding a possible partnership with the Housing Trust joining the Citizens’ Housing And Planning Association (CHAPA) Municipal Engagement Initiative. Ms. Cusolito expressed her interest in making this a joint venture between the Housing Trust and the Sudbury Housing Authority. Ms. Cronin requested this item be added to the agenda for the next meeting.

Ms. Howe made a motion to adjourn, seconded by Mr. Hummel. Roll Call Vote: Mr. Gentile – Aye, Mr. Hummel – Aye, Ms. Cronin – Aye, and Ms. Howe – Aye.

The meeting ended at 9:55 AM