



# Town of Sudbury

## Housing Trust

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### MINUTES

**JANUARY 12, 2023 AT 8:00 AM**

### VIRTUAL MEETING

**Housing Trust Members Present:** Chair Carmine Gentile, Jessica Cerullo Merrill, Kelley Cronin, Janie Dretler, Sarah R. Green Vaswani, and Cynthia Howe, and John Riordan.

**Housing Trust Members Absent:** Vice Chair Robert Hummel 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 8:02

#### **Minutes of December 8, 2022**

Mr. Riordan made a motion to approve the minutes of December 8, 2021. Ms. Dretler seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Riordan - Aye, Ms. Cerullo Merrill - Aye, Kelley Cronin – Aye, Janie Dretler – Aye, and Ms. Green Vaswani – Aye

#### **November Transactions**

Ms. Cronin made a motion to approve the minutes of December 8, 2021. Ms. Dretler seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Riordan - Aye, Ms. Cerullo Merrill - Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, and Ms. Green Vaswani – Aye.

#### **2022 Annual Report**

Mr. Gentile welcomed Ms. Cerullo Merrill and Ms. Green Vaswani. Ms. Rust introduced herself to Ms. Cerullo Merrill and Ms. Green Vaswani and explained her role. She gave a financial update and explained the line items on the annual report. Mr. Riordan requested Karl Pops be added to the 2022 Annual Report to recognize his contributions.

Ms. Dretler made a motion to approve the 2022 Annual Report. Mr. Riordan seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Riordan - Aye, Ms. Cerullo Merrill - Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, and Ms. Green Vaswani – Aye.

### **Recording of Meetings by SudburyTV**

Mr. Gentile stated he had asked that the meetings of the Housing Trust be recorded and put on SudburyTV.

At this time Ms. Howe joined the meeting.

Ms. Dretler made a motion to make meetings of the Housing Trust available on SudburyTV. Mr. Riordan seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Riordan - Aye, Ms. Cerullo Merrill - Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Ms. Green Vaswani – Aye, and Ms. Howe – Aye.

### **Housing Trust Initiatives**

#### **Housing Production Plan**

Mr. Duchesneau stated that there was \$36,000 of Community Preservation Act funds available to create the updated Housing Production Plan (HPP). He requested the Housing Trust to discuss timeline, makeup of the Steering Committee and funding. \$25,000 would be used for the community engagement portion of the HPP. Ms. Rust stated she believed the HPP would take approximately nine (9) months to complete and that it should ideally begin around June 2023.

Sudbury is above the 10% minimum for affordable housing but is over due to complete an updated HPP. Ms. Rust explained that because of this a HPP is not required by law but that it is similar to a master plan and is good civic planning.

Mr. Duchesneau recommended the Steering Committee be composed of a member of the Select Board, a member of the Planning Board, a member of the Housing Trust, a member of the Housing Authority, Diversity, Equity and Inclusion Commission, Council on Aging, and the Zoning Board of Appeals as well as a member at large.

Mr. Gentile made a motion that the Steering Committee for the Housing Production Plan be composed of a member of the Select Board, a member of the Planning Board, a member of the Housing Trust, a member of the Housing Authority, Diversity, Equity and Inclusion Commission, Council on Aging, and the Zoning Board of Appeals as well as a member at large. Ms. Dretler seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Riordan - Aye, Ms. Cerullo Merrill - Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Ms. Green Vaswani – Aye, and Ms. Howe – Aye.

### **Municipal Engagement Initiative**

Ms. Cronin spoke briefly about Citizens' Housing and Planning Association (CHAPA) and explained how this could help with community outreach and educating the public about fair housing practices. Ms. Shelia Cusolito of the Housing Authority 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. Cronin made a motion to ask CHAPA to work with the Housing Trust and Housing Authority. Ms. Dretler seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Riordan - Aye, Ms. Cerullo Merrill - Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Ms. Green Vaswani – Aye, and Ms. Howe – Aye.

Under discussion Mr. Riordan notified the Housing Trust that there will be a CHAPA meeting on January 17th 6:30-8:00. More information on the CHAPA website (Chapa.org).

### **Rent Relief Program**

Ms. Rust stated that over \$400k has been committed for the Rent Relief program. Ms. Rust has worked with Ms. Howe and the suggested changes will be discussed at the next meeting of the Housing Trust. Ms. Rust stated \$75,000 had been reallocated from the Mortgage assistance program to the Rent Relief Program. Suggested program changes are as follows:

- Allowing prior recipients
- Increase the AMI allowance from 30% (currently) to 50%
- Offering renewals

None of the reallocated funds will be disbursed under the old terms until this topic has been discussed and voted on at the February 9, 2023 meeting of the Housing Trust.

### **67-73 Nobscot Road**

Mr. Duchesneau stated there would a meeting later in the day and there would be more information available soon.

### **Public Comment**

There were no public comments.

### **Other or New Business**

Mr. Riordan stated the newly elected governor was splitting the Housing and Economic Development role into two separate secretariats; Housing and Economic Development. He suggested sending a letter to the governor stating the Housing Trust was looking forward to working with the new Housing Secretary.

Mr. Riordan made a motion to send a letter to Governor's Office expressing the Sudbury Housing Trusts enthusiasm in working with the Housing Secretary when appointed. Ms. Cronin seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Riordan - Aye, Ms. Cerullo Merrill - Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Ms. Green Vaswani – Aye, and Ms. Howe – Aye.

Mr. Duchesneau notified the Housing Trust that Ms. Susan Scotti has expressed her intent to resign her position on the Housing Trust.

Mr. Riordan made a motion to adjourn, Ms. Dretler seconded the motion. Roll Call Vote:  
Mr. Gentile – Aye, Mr. Riordan - Aye, Ms. Cerullo Merrill - Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Ms. Green Vaswani – Aye, and Ms. Howe – Aye.

The meeting ended at 9:40 AM