



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

REVISED AGENDA

Thursday November 9, 2023

8:00 AM

Virtual Meeting

Pursuant to Chapter 2 of the Acts of 2023, this meeting will be conducted via remote means. Members of the public who wish to access the meeting may do so in the following manner:

Please click the link below to join the virtual Housing Trust Meeting:

<https://us02web.zoom.us/j/85164326118>

For audio only, call the number below and enter the Meeting ID on your phone keypad:

Call In Number: 978-639-3366 or 470-250-9358

Meeting ID: 851 6432 6118

No in-person attendance of members of the public will be permitted and public participation conducted during this meeting shall be by remote means only.

Board Operations

- Minutes: Approve Outstanding Meeting Minutes if presented – Possible Vote
- Financial Update: Ratify transactions, if presented – Possible Vote.

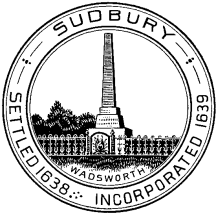
Housing Trust Initiatives

- 67-73 Nobscot Road
- Small Grant update and review
- Joint meeting of Housing Trust & Housing Authority
- Massachusetts Bay Transportation Authority Community Zoning Plan
- Discussion of future Community Preservation Act requests

Public Comment

Other or New Business

These agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.



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DRAFT MINUTES

September 29, 2023 AT 8:00 AM

VIRTUAL MEETING

Housing Trust Members Present: Chair Carmine Gentile, Vice Chair Robert Hummel, Jessica Cerullo Merrill, Kelley Cronin, Janie Dretler, Cynthia Howe, and John Riordan.

Absent: None

Others Present: Community Preservation Coordinator Ryan Poteat, Director of the Regional Housing Services Office (RHSO) Liz Rust, and Housing Trust Applicant Mr. Jack Ryan.

Mr. Gentile began the meeting at 8:02 AM

Housing Trust Applicant Jack Ryan

Mr. Gentile introduced Jack Ryan. Mr. Ryan is a long time resident and was the Chair of the Sudbury Building Committee and was the Chair for the Council on Aging. There were many positive comments made in support.

Ms. Cronin made a motion to recommend to the Select Board to appoint Mr. Jack Ryan as a member of the Sudbury Housing Trust (if required). Mr. Hummel seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Hummel - Aye, Jessica Cerullo Merrill - Aye, Ms. Cronin - Aye, Ms. Dretler - Aye, Cynthia Howe - Aye, John Riordan – Aye.

Community Preservation Act Funding Application

Mr. Gentile stated Town staff had sent out copies of the Fiscal Year 2025 Sudbury Housing Trust funding application. There was conversation about future acquisition of properties in the town for low to moderate income families. There is not a specific project stated, the ask for these monies is to create two (2) new units of affordable housing.

Mr. Gentile made a motion to request 25% of the total Community Preservation Act funding with an additional \$300,000. Ms. Cronin seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Hummel - Aye, Jessica Cerullo Merrill - Aye, Ms. Cronin - Aye, Ms. Dretler - Aye, Cynthia Howe - Aye, John Riordan – Aye.

Reorganization of the Housing Trust

Mr. Gentile mentioned a potential reorganization of the Housing Trust in the near future and expressed his willingness to remain Chair.

Public Comment:

No public comments were made at this meeting.

New Business:

- Ms. Dretler requested MBTA Communities to be added to the next agenda.
- Mr. Riordan suggested having an additional meet of the 67-73 Nobscot Road Subcommittee to discuss the States rejection of the 705 Notice of Funding Availability (NOFA).

Ms. Dretler made a motion to adjourn. Ms. Howe seconded the motion. Roll Call Vote:
Mr. Gentile – Aye, Mr. Hummel - Aye, Jessica Cerullo Merrill - Aye, Ms. Cronin - Aye,
Ms. Dretler - Aye, Cynthia Howe - Aye, John Riordan – Aye.

The meeting ended at 8:37 AM

**Sudbury Housing Trust
FY23 Transactions**

Date	Post MO	Amount	Balance	Account	Description	Payer/Payee
7/1/23	Jul-23	\$297,939.60	\$297,939.60		Carryover \$297,939.60	
7/27/23	Jul-23	(\$6,981.81)	\$290,957.79	Expense	Small Grant	A&L Plumbing
7/27/23	Jul-23	(\$9,600.00)	\$281,357.79	Expense	Roof Replacement	A&J Home Services
7/24/23	Jul-23	\$1,000.00	\$282,357.79	Fee	#1 Baron Homes, Lexington	Baron Homes, Lexington
7/24/23	Jul-23	\$2,500.00	\$284,857.79	Fee	#2 Pine Hill Harvard	Pine Hill Way
7/13/23	Jul-23	(\$831.94)	\$284,025.85	Salary	Payroll	Town of Sudbury
7/27/23	Jul-23	(\$831.94)	\$283,193.91	Salary	Payroll	Town of Sudbury
7/24/23	Jul-23	(\$247.22)	\$282,946.69	MAP	Mortgage Assistance	Berkshire Bank
8/1/23	Aug-23	\$0.00	\$282,946.69		Balance to \$282,946.69	
8/10/23	Aug-23	(\$43,255.00)	\$239,691.69	Expense	RHSO Fee	Town of Concord
8/7/23	Aug-23	\$3,000.00	\$242,691.69	Fee	#3 Millrun Concord	Now Communities
8/7/23	Aug-23	\$5,200.00	\$247,891.69	Fee	#4 Cold Brook Crossing	Cold Brook
8/8/23	Aug-23	\$1,750.00	\$249,641.69	Fee	#5 Messenger Woods	Messenger Woods
8/10/23	Aug-23	(\$831.94)	\$248,809.75	Salary	Payroll	Town of Sudbury
8/24/23	Aug-23	(\$831.94)	\$247,977.81	Salary	Payroll	Town of Sudbury
8/24/23	Aug-23	(\$247.22)	\$247,730.59	MAP	Mortgage Assistance	Berkshire Bank
9/1/20	Sep-22	\$0.00	\$247,730.59		Balance to \$247,730.59	

**Sudbury Housing Trust
Financial Projection - Detail**

Description	Line#	FY07, FY08	FY09	FY10	FY23	FY24			Total	
		Actual	Actual	Actual	Actual	Actual	Remaining	Projected		Planned
Housing Unit Creation										
Cumulative #units created	1	2	6	6	14					
Cumulative per unit subsidy of created units	2	\$144,116	\$115,150	\$0	\$181,812					
Annual #Trust Created Units	3	2	4	0	0					
Annual \$Trust Created Units	4	\$288,231	\$402,669	\$0	0					
Total subsidy of created units	5	\$288,231	\$690,900	\$690,900	\$2,545,366					
# Trust Assisted Units	6	0	0	0	126					
\$Trust Assisted Units	#####	\$0	\$0	\$0	\$650,000					
Cumulative per unit subsidy of assisted units	8	\$0	\$0	\$0	\$5,159					
Detailed Statement of Revenues and Expenditures										
Carry Forward	10	\$0	\$392,115	\$774,659	\$305,025.35	\$297,939.60			\$297,940	
Fees - 712543/430000	20	\$53,066	\$25,439	\$63,096	\$45,847.00	\$13,450.00	\$94,100.00	\$107,550.00	\$94,100	\$992,798
Resales	21	\$0	\$0	\$0	\$8,465		\$4,000.00	\$4,000.00	\$4,000	\$33,414
External Contracts (sum of below)	22	\$49,600	\$23,770	\$61,228	\$37,382	\$13,450	\$90,100	\$103,550	\$90,100	\$947,564
<i>Bedford Woods/Concord Millrun</i>	23				\$0	\$3,000	\$19,000	\$22,000		\$35,400
<i>Harvard - Pine Hill Village</i>	24				\$5,000	\$2,500	\$12,500	\$15,000		\$31,700
<i>Natick Graystone Lane</i>	25				\$5,000	\$0	\$0	\$0		\$6,000
<i>Medford Wellington Woods</i>	26				\$6,000	\$0	\$19,000	\$19,000		\$41,000
<i>Holliston - Village Green</i>	27				\$3,750	\$0	\$11,000	\$11,000		\$12,000
<i>Rental Recertification: Messenger, Corey St</i>	28				\$3,750	\$1,750	\$3,750	\$5,500		\$42,000
<i>Monitoring - MassHousing, Cold Brook, Avalon</i>	29				\$17,632	\$5,200	\$22,850	\$28,050		\$90,684
<i>Misc</i>	29				\$0	\$1,000	\$2,000	\$3,000		\$4,000
<i>Completed</i>		\$49,600	\$23,770	\$61,228	\$0		\$0	\$0		\$678,280
CPA and Other Financing - 712549/497000	30	\$385,000	\$750,000	\$208,000	\$77,518	\$0	\$730,000	\$730,000	\$730,000	\$3,977,313
SHA Nobscot (CPA)	31	\$0	\$0	\$0	\$2,518	\$0	\$0	\$0	\$0	\$22,817
CPA	36	\$385,000	\$750,000	\$208,000	\$0	\$0	\$730,000	\$730,000	\$730,000	\$3,688,396
State ARPA - Mortgage Assistance	32				\$75,000	\$0		\$0	\$0	\$75,000
Interest - 712548/482000, 712548/489000	41	\$17,491	\$8,812	\$3,756	\$7,898	\$0		\$0	\$1,000	\$72,612
State Earmark - Mortgage Assistance payments	45				-\$20,889.66	-\$494.44	-\$52,022	-\$52,517	-\$52,517	-\$75,000
Expenditures - 712557/522100/earmark	50	-\$56,136	-\$370,919	-\$222,951	-\$98,931.96	-\$59,836.81	-\$486,000.00	-\$545,836.81	-\$549,255	-\$4,113,301
Legal/Insurance	52				-\$1,910.00			\$0.00	\$0	-\$5,510
RHSO/Contract Assistance	54				-\$40,946.00	-\$43,255.00	\$0.00	-\$43,255.00	-\$43,255	-\$303,886
Programs - sum of below	56	-\$48,800	-\$362,999	-\$209,832	-\$45,406.00	-\$16,581.81	-\$474,000.00	-\$490,581.81	-\$494,000	-\$3,443,167
<i>Remaining CPA</i>	560				\$0.00		-\$474,000.00	-\$474,000.00		-\$474,000
<i>Nobscot Feasibility (CPA)</i>	561				-\$8,467.50			\$0.00	-\$6,000	-\$41,273
<i>Small Grant Program</i>	562	\$0	-\$17,524	-\$12,821	\$0.00	-\$16,581.81	\$0.00	-\$16,581.81	\$0	-\$229,112
<i>Home Preservation Grants/HFH</i>	563	\$0			\$0.00			\$0.00	-\$50,000	-\$65,103
<i>Rental Assistance #1 - ERAP (Trust funded)</i>	564				\$0.00			\$0.00	\$0	-\$39,850
<i>Rental Assistance #2 - SRRP (CPA funded)</i>	565				-\$26,938.50			\$0.00		-\$188,705
<i>H4H, Dutton Road</i>	566	-11920	-16085	-20244	-\$10,000.00			\$0.00		-\$58,249
<i>Nobscot</i>	567	\$0	\$0	\$0	\$0.00			\$0.00	-\$438,000	\$0
Lottery Expense (sum of below)	58	-\$6,622	-\$5,849	-\$9,888	-\$10,669.96	\$0.00	-\$12,000.00	-\$12,000.00	-\$12,000	-\$238,001
<i>Advertising/Insurance</i>	581	-\$6,622	-\$4,584	-\$8,888	-\$10,669.96	\$0.00	-\$12,000.00	-\$12,000.00	-\$12,000	-\$166,402
Trust portion of Salaries - 712551/511100	60	-\$7,306	-\$30,789	-\$37,247	-\$18,526.95	-\$3,327.76	-\$51,672.24	-\$55,000.00	-\$55,000	-\$292,657
Ending Trust Balance	70	\$392,115	\$774,659	\$789,313	# \$297,939.60	\$247,730.59	\$234,405.52	\$184,196.51	\$518,784.60	
Rental Assistance #3 - ARPA SRRP	80				# -\$155,724.09	-\$26,565.88	-\$17,710.03	-\$44,275.91		-\$200,000
Small Grant - ARPA Funded	81				# -\$4,717.00	0	-\$70,283.00	-\$70,283.00		-\$75,000