



# Town of Sudbury

## Housing Trust

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### MINUTES

December 14, 2023 AT 8:00 AM

### VIRTUAL MEETING

**Housing Trust Members Present:** Chair Carmine Gentile, Vice Chair Robert Hummel, Kelley Cronin, Cynthia Howe, Janie Dretler, John Riordan, and Jack Ryan

**Absent:** Jessica Cerullo Merrill

**Housing Authority Members Present:** Chair Tatiana Vitvitsky, Sherrill P. Cline, Amy E. Lepak, Frank W. Riepe, Steven J. Swanger

**Absent:** None

**Others Present:** Executive Director Sudbury Housing Authority Sheila M. Cusolito, Community Preservation Coordinator Ryan Poteat, Director of the Regional Housing Services Office (RHSO) Liz Rust

Mr. Gentile began the meeting at 8:02 AM

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

Mr. Gentile inquired into whether or not the appraisal had begun. Mr. Ryan will be looking into this and providing an update as soon as possible. Ms. Cusolito spoke to the members about updates to the agreements with Cambridge Housing Authority extending the contracts for another 2 years. Beals and Thomas will begin work on the engineering study specific to the driveway. Ms. Cusolito questioned the utility of the 67-73 Nobscot Road Subcommittee.

Housing Trust:

Ms. Dretler made a motion to dissolve the 67-73 Nobscot Road Subcommittee. Ms. Howe seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Hummel – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Ms. Howe – Aye, Mr. Riordan – Aye, and Mr. Ryan – Aye

Housing Authority:

Ms. Cline made a motion to dissolve the 67-73 Nobscot Road Subcommittee. Mr. Swanger and Ms. Lepak both seconded the motion. Roll Call Vote: Ms. Vitvitsky – Aye, Ms. Cline – Aye, Ms. Lepak – Aye, Mr. Riepe – Aye, Mr. Swanger - Aye

### **Community Preservation Act Funding Applications**

Ms. Howe asked how large sums of funds were transferred in the past, it was explained that there are several ways to do this depending on the situation but unknown information in this circumstance is needed before advisement could be offered. Ms. Rust stated that she believed there were funds remaining from a previous allocation that should be used before funds from ATM 23-41. Ms. Cronin requested a reconciliation of funds spent by the Housing Trust as well as any funds owed by the Housing Trust, the Beals and Thomas study, and the completed appraisal. Cambridge Housing Authority (CHA) will need this information before they will be able to make a determination on feasibility. Frank Riepe will reach out to Josh Fox for the appraisal, Shelia Cusolito will be the point person and work with Beals and Thomas, Sheila Cusolito and Liz Rust will work together to create a reconciliation of funds spent/owed, Shelia Cusolito will work with CHA when the needed information has been obtained and it was generally agreed upon that CHA will be paid with CPA funds (this was not voted on and assumed to be referencing ATM 23-41 funds, the “previous allocations” are assumed to be two separate MOU’s between SHT and SHA, the first for \$25,000 split 50/50, and the second for \$10,000 split 50/50).

Mr. Gentile stated he believed all joint business had been addressed and call for a motion to end the joint meeting but continue with the Housing Trust meeting.

#### Housing Trust:

Ms. Dretler made a motion to end the joint meeting but continue with the Housing Trust meeting. Mr. Riordan seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Hummel – Aye, Ms. Cronin – Aye, Ms. Dretler - Aye, Ms. Howe – Aye, Mr. Riordan – Aye, and Mr. Ryan – Aye

#### Housing Authority:

Mr. Swanger made a motion to end the joint meeting. Ms. Lepak seconded the motion. Roll Call Vote: Ms. Vitvitsky – Aye, Ms. Cline – Aye, Ms. Lepak – Aye, Mr. Swanger – Aye

At this time Ms. Dretler left the meeting.

### **Financial update:**

Ms. Rust presented the July and August transactions. There were no abnormal transactions. Ms. Rust expressed the need for greater outreach to increase utilization of the Mortgage Assistance Program.

Mr. Riordan made a motion to ratify the September and October financial transactions. Ms. Cronin seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Hummel – Aye, Ms. Cronin – Aye, Ms. Howe – Aye, Mr. Riordan – Aye, and Mr. Ryan Aye.

At this time Ms. Rust left the meeting.

**Housing Production Plan update:**

Mr. Riordan informed the members that everything was on schedule and that information was being calculated. Mr. Gentile mentioned he had attended the Housing Production Plan public forum which had occurred the night before. There were several informative presentations and interactive activities. Mr. Gentile was also confident the information was being compiled efficiently and that in his opinion the HPP could be completed on

**New Business:**

Mr. Ryan asked about the Trusts CPA application; Mr. Gentile mentioned his surprise that the applicant for the Bruce Freeman Rail Trail increased the original ask of \$250,000 to \$750,000 which was \$154,000 in excess of all projected costs to the town. Mr. Gentile mentioned that he did express the Housing Trust's willingness to be flexible with this year's request. Mr. Gentile mentioned a figure of \$400,000 being more realistic and that receiving some of the FY24 CPA allocation is better than being outright denied because of the amounts being requested.

**Public Comment:**

Mr. Hummel expressed concern about meeting the deadline to be in compliance with the MBTA zoning requirements as smaller towns who operate on a Town Meeting system. Mr. Gentile was happy with the progress he has seen and was confident the HPP completion goal of June 2024.

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

The meeting ended at 8:25 AM