



# 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

### MINUTES

**August 10, 2023 AT 8:00 AM**

### VIRTUAL MEETING

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

**Absent:** Kelley Cronin

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

Mr. Hummel began the meeting at 8:16 AM

#### **Approval of July 13, 2023 Minutes**

Ms. Dretler made a motion approve the minutes of July 13, 2023 as amended. Mr. Riordan seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Ms. Cerullo Merrill - Aye, Ms. Dretler – Aye, Ms. Howe – Aye, Mr. Hummel – Aye, Mr. Riordan – Aye.

#### **CP-3 Report**

Ms. Rust discussed the CP-3 reports related to the Sudbury Housing Trust. All were normal, up to date and timely submitted. The Sudbury Housing Trust is in compliance with CPA CP-3 reporting requirements.

Mr. Riordan made a motion approve the CP-3 reports. Mr. Gentile seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Ms. Cerullo Merrill - Aye, Ms. Dretler – Aye, Ms. Howe – Aye, Mr. Hummel – Aye, Mr. Riordan – Aye.

#### **Lottery Contract**

Mr. Riordan made a motion to accept the lottery contract as presented. Mr. Hummel seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Ms. Cerullo Merrill - Aye, Ms. Dretler – Aye, Ms. Howe – Aye, Mr. Hummel – Aye, Mr. Riordan – Aye.

#### **Financial update:**

Ms. Rust presented a financial update. There were no abnormal transactions.

Ms. Dretler made a motion to ratify the transactions of FY24. Ms. Howe seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Ms. Howe – Aye, Mr. Hummel – Aye, Mr. Riordan – Aye.

### **Small Grants**

#### **Applicant 120**

The homeowner resides in a deed restricted property and the boiler/furnace has failed.

Ms. Howe made a motion to approve the application in its entirety. \$7,500 from the small grants program and the remainder from the Housing Preservation Capital repair provided that there are two estimated provided and that the lowest qualified estimate is selected. funds provided that. Mr. Gentile called for a second but there was no second.

There were concerns about the total cost of this project and questions about if a more environmentally friendly option could be explored. Applicant 120's request was not approved and will be revisited when additional information is acquired.

#### **Applicant 121**

The homeowner resides in a deed restricted property and is need of a new heating unit. The current system was inspected and deemed to be unsafe and incorrectly vented.

Ms. Dretler made a motion to approve the applicant's request of \$7,500 provided the applicant selects a heating system 90% efficient (or higher) Ms. Howe seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Ms. Howe – Aye, Mr. Hummel – Aye, Mr. Riordan – Aye.

### **67-73 Nobscot**

Amy Lepak stated that the Housing Authority would be moving forward with an appraisal. Funds to cover this expense were previously approved by the Housing Trust but the discussion that followed resulted in a good faith agreement that the Housing Authority and Housing Trust would share the expense of having the property professionally appraised.

### **Housing Production Plan**

The working group will have there first meeting August 17, 2023 at 8:00. The consultant will be running the meeting and more information will be provided during this meeting.

At this time Ms. Cerullo Merrill left the meeting

### **Land Donation at Hillside Place:**

The land being offered to the Housing Trust is likely not suitable for development due to topography as well as the difficulty with access. The parcels being offered do not meet the goals of the Housing Trust and the Town is exploring possibly accepting the land for conservation.

### **Dutton Road home Review Project Update**

Ms. Rust explained that the marketing of the second unit will be beginning the week of August 13, 2023. She stated that there has been progress made on the roof and home(s) but that the landscaping was still in need of attention.

Mr. Gentile made a motion to approve \$3,000 of funding for a clean-up and landscaping. Ms. Dretler seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Ms. Cronin – Aye, Ms. Dretler – Aye, Ms. Howe – Aye, Mr. Hummel – Aye, Mr. Riordan – Aye.

### **Public Comment:**

Pat Brown of 34 Whispering Pine Road questioned the logistics of having owners of multi-family homes be part of the condo association. She also requested budgeting for items similar to the prior items discussed. Ms. Rust explained this is the current practice.

### **New Business:**

There was no new business

Mr. Hummel made a motion to adjourn the meeting. Ms. Dretler seconded the motion. Roll Call Vote: Mr. Gentile – Absent, Ms. Dretler – Aye, Ms. Howe – Aye, Mr. Hummel – Aye, Mr. Riordan – Aye

The meeting ended at 9:12 AM