



# 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

**July 18, 2024 AT 8:00 AM**

### VIRTUAL MEETING

**Housing Trust Members Present:** Chair Carmine Gentile, Jessica Cerullo Merrill, Kelley Cronin, Janie Dretler, Cynthia Howe, John Riordan, and Jack Ryan

**Absent:**

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

Mr. Gentile began the meeting at 8:05 AM

### Minutes

Mr. Ryan made a motion to approve the minutes of April 11, 2024 as revised. Ms. Cronin seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Jessica Cerullo Merrill - Aye, Ms. Cronin – Aye, Ms. Dretler - Aye, Ms. Howe – Aye, Mr. Riordan – Aye, and Mr. Ryan – Aye

Mr. Ryan made a motion to approve the minutes of June 26, 2024 as revised. Mr. Riordan seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Jessica Cerullo Merrill - Aye, Ms. Cronin – Aye, Ms. Dretler - Aye, Ms. Howe – Aye, Mr. Riordan – Aye, and Mr. Ryan – Aye.

### Financial Update

Ms. Rust went over the financial transactions for April, May and June. Interest was recorded for the entire year in June. There were no abnormal transactions.

Mr. Ryan made a motion to approve the April, May and June 2024 financials. Ms. Dretler seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Jessica Cerullo Merrill - Aye, Ms. Cronin – Aye, Ms. Dretler - Aye, Ms. Howe – Aye, Mr. Riordan – Aye, and Mr. Ryan – Aye.

Mr. Poteat asked if allocations were historically transferred from warrant accounts into the general operating account. There was a lengthy conversation about the Housing Trust allocations

and how, when and why they are moved/transferred from warrant accounts into the Trusts operating account. This is an internal/staff function and caused unnecessary confusion.

## **Housing Production Plan Operations**

A memo sent by Mr. Burney dated 7-11-24 was read and reviewed. This memo outlines properties being considered for potential development sites for the Housing Production Plan update. The memo was praised for its thoroughness and accuracy.

## **Housing Trust Initiatives**

### **Community Preservation Act funding request/s**

Ms. Dretler asked the Housing Trust about their goals and requested that Mr. Gentile (Chair of SHT) and Ms. Cline (Chair of the CPC), have a conversation in order to make the most appropriate request possible. She went on to ask if the Trust planned to ask for additional CPA funds (in addition to the ~427k reversion). Ms. Dretler wanted the conversation between the chairs to happen before any funds were reverted. Mr. Gentile stated that the Trusts goals are clearly spelled out in their mission statement. He went on to say the goal is to create additional housing units as well as helping people of modest or lower income levels remain in their homes. In order to do this, Mr. Gentile expressed the need for funds and stated that if adequately funded the Trust may be in a position to add an affordable housing unit to its inventory.

Mr. Ryan made a motion to revert \$426,835.85 to the CPC with the understanding that the Housing Trust will be submitting an application for CPA funds in the equivalent amount but this shall not limit the Housing Trust in its right to request additional CPA funding to advance its mission of creation and preservation of affordable housing. Ms. Dretler seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Ms. Cronin – Aye, Ms. Dretler - Aye, Ms. Howe – Aye, Mr. Riordan – Aye, and Mr. Ryan – Aye.

Ms. Howe made a motion that the Housing Trust request \$750,000 to further their goal of creating new affordable housing units and will consider adjusting this amount and if the Housing Authority have a viable plan. Mr. Gentile seconded the motion. Roll Call Mr. Gentile – Aye, Ms. Cronin – Aye, Ms. Dretler - Aye, Ms. Howe – Aye, Mr. Riordan – Aye, and Mr. Ryan – Aye.

Mr. Gentile reminded the members of the Housing Trust that a nomination for Vice Chair was needed and asked for volunteers. Mr. Ryan offered to accept this responsibility provided there were no others who wanted the seat.

Mr. Gentile made a motion to nominate Mr. Ryan as Vice President of the Sudbury Housing Trust. Ms. Cronin seconded the motion. Roll Call Mr. Gentile – Aye, Ms. Cronin – Aye, Ms. Dretler - Aye, Ms. Howe – Aye, Mr. Riordan – Aye, and Mr. Ryan – Aye.

### **Sudbury Lottery and Monitoring Contracts**

Due to time constraints this agenda item was not discussed.

### **Mortgage Assistance Program – Review and possible update**

Due to time constraints this agenda item was not discussed.

### **Small Grants Program – Standing Item**

No Small Grant applications were presented at this meeting.

### **Future Meeting Schedule**

There was a conversation about when the Housing Trust members would be able to have a joint meeting with the Housing Authority. This meeting would be held at 7:00 PM, in-person at Musketahquid Village Meeting Room, 55 Hudson Road, Sudbury, MA 01776.

Mr. Gentile made a motion to have a joint in-person meeting with the Housing Authority on August 20, 2024 at 7:00 PM. seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Ms. Cronin – Aye, Ms. Dretler - Aye, Ms. Howe – Aye, Mr. Riordan – Aye, and Mr. Ryan – Aye.

Mr. Poteat stated that the next regular meeting of the Housing Trust would be held on August 8<sup>th</sup> 2024 at 8:00 AM.

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

The meeting ended at 9:31 AM