



# Town of Sudbury

## Housing Trust

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### MINUTES

**September 11, 2025 AT 8:00 AM**

### VIRTUAL MEETING

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

**Absent:** Kay Bell, and Jeff Levine

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

Mr. Gentile began the meeting at 8:00 AM

#### **Recognition of the September 11th Tragedy**

The meeting began with a moment of silence in remembrance of the September 11 victims, including three local residents

#### **Education: Public outreach and Housing Forum**

Several documents related to the Affordable Housing Forum scheduled for October 23 were reviewed, including a press release, flyer, and draft email for outreach. Additional fact sheets were expected soon. The trust approved cost sharing with the Sudbury Housing Authority for the Affordable Housing Forum. There are several documents including a press release which will be posted to the town website, Sudbury Weekly, and well as emailed to various boards and committees. Discussion included outreach strategies involving social media, local bulletins, PTOs, and regional partners like the 495 Partnership. Responsibilities for disseminating information were assigned to various members and staff.

#### **Community Preservation Act**

The deadline for submitting CPA funding requests is September 21. Discussion focused on the amount to request and whether to specify projects or ask for a general allocation.

Members debated requesting minimum allocation versus a higher amount considering anticipated reductions and the need for adequate funds to build housing. The current balance in the Housing Trust fund was approximately \$1.3 million, with the 77 Hudson Road project in process. Mr. Ryan emphasized that the 10% CPA allocation to housing is a minimum requirement, not a cap. The importance of demonstrating actual housing projects to justify CPA funds was noted, as well as the importance of highlighting past contributions to affordable housing like the Coolidge project. The Committee agreed to request \$600,000 from the FY27 CPA funding.

Ms. Gentile made a motion to submit a Community Preservation Act funding request in the amount of \$600,000. Mr. Ryan seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Ryan – Aye, Ms. Cerullo-Merrill – Aye, Ms. Dretler – Aye, Ms. Howe – Aye, and Mr. Riordan – Aye.

### **Small Grant Application**

A small grant request for \$2,000 was discussed approved to repair a mini-split unit at a deed-restricted property.

Ms. Gentile made a motion to approve the presented Small Grant Application in the amount of \$2,000 to repair a mini-split unit. Mr. Ryan seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Ryan – Aye, Ms. Cerullo-Merrill – Aye, Ms. Dretler – Aye, Ms. Howe – Aye, and Mr. Riordan – Aye.

### **77 Hudson Road Project Update**

Surveying and mapping work for 77 Hudson Road is underway, with an existing conditions plan expected soon and a conceptual plan anticipated in 4-6 weeks. Site walk scheduling and timing options were discussed, targeting November after vegetation dies back.

### **Financials and Membership Fees**

The July 2025 financial transactions were reviewed and ratified.

The committee briefly discussed the FY27 RHSO membership fee.

Ms. Rust reminded the Trust that there is ~\$385,000 of funds from the Frost Farm Project to be used for affordable housing.

### **Minutes August 14, 2025**

Ms. Dretler made a motion to approve the August 14, 2025 minutes as amended. Mr. Ryan seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Ryan – Aye, Ms. Cerullo-Merrill – Aye, Ms. Dretler – Aye, Ms. Howe – Aye, and Mr. Riordan – Aye.

### **Future Meeting Schedule**

The next meeting of the Housing Trust is scheduled for Thursday, October 9, 2025 at 8:00 AM via Zoom.

**Other or New Business**

Lottery Agreement – A new lottery contract from Lexington was presented and approved, involving six affordable condominium units on Massachusetts Avenue generating about \$12,000 for the Housing Trust

Mr. Ryan made a motion to approve the Lottery Contract for 6 affordable condominium units located at 217-241 Mass. Ave. Ms. Dretler seconded the motion. Roll Call Vote: Mr. Gentile – Aye, Mr. Ryan – Aye, Ms. Cerullo-Merrill – Aye, Ms. Dretler – Aye, Ms. Howe – Aye, and Mr. Riordan – Aye.

Mr. Riordan referenced a July 20, 2025 Boston Globe article which discussed small home development. He encouraged the Trust to review and consider projects like this (several clustered small homes on a single lot).

**Adjournment**

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

The meeting ended at 9:19 AM