



Town of Sudbury

Housing Trust

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MINUTES

January 8, 2026 AT 8:00 AM

VIRTUAL MEETING

Housing Trust Members Present: Chair Carmine Gentile, Kay Bell, Jessica Cerullo-Merrill, Gabe Ciccariello, Janie Dretler, Cynthia Howe, Jeff Levine and John Riordan

Absent: Vice Chair Jack Ryan

Others Present: Chair of Concord Affordable Housing Trust Keith Bergman, 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 8:01 AM

Ms. Howe joined the meeting at 8:06 AM

Education: Public outreach, publicity, forums, leadership groups, etc.

Mr. Gentile introduced Keith Bergman, Chair of Concord Affordable Housing Trust, who described Concord's Housing Roundtable structure and objectives; noted Concord expanded membership to include Select Board, Planning Board, and Community Preservation Committee to coordinate implementation of the 5-year Housing Production Plan and align town leadership.

Roundtable meets quarterly to coordinate 24 strategies from the Concord Housing Production Plan and is involved in the upcoming update to the Plan.

Keith stressed the importance of Select Board involvement for grant applications, funding approvals at Town Meeting, and avoiding last-minute conflicts that can derail projects; he recounted a key project that failed because Select Board support waned, costing Concord the opportunity to remain above 10% affordable housing after the 2020 Census results.

Concord's affordability makeup: nominally above 10% but only ~7% of year-round stock is deed-restricted; Concord needs ~200 more deed-restricted units to reach a true 10% deed-restricted level—MCI Concord reuse offers a once-in-a-generation opportunity to secure many units and reach that target if coordinated across town entities.

Roundtable composition also includes the Housing Authority, Housing Development Corporation, and Concord Housing Foundation (a private nonprofit that funds housing efforts); Concord's Housing Foundation and citizen activism led to establishment and funding of their housing trust in 2019.

Funding: Concord relies heavily on Community Preservation Committee (CPC) funding; Concord supports the LOHA (Local Options for Housing Affordability) real estate transfer fee bill to create recurring local trust revenue (~\$2M/year for Concord estimate).

Operational notes: Concord uses RHSO and MAPC resources; most meetings are virtual with some hybrid/in-person meetings to maintain connection and coordination; Keith emphasized vetting proposals together so members present coordinated positions to the public and Select Board.

John Riordan asked about the roundtable membership (Housing Authority and Concord Housing Foundation noted) and whether the Foundation pre-existed the trust (it did; grassroots nonprofit).

Discussion of CPC funding dynamics: initially unclear whether each housing entity should apply to CPC or the trust should hold funds; Concord settled on CPC funding going to the trust, which then distributes to priority projects—this shortened time-to-funds for projects and reduced waiting for CPC cycles.

Kay Bell asked about municipal staff involvement and disability commission inclusion; Keith reported recent addition of a Director of Community Development assigned to trust, RHSO support, and suggested Disability Commission could be better engaged (not a seat at the table yet).

Janie Dretler asked lessons to bring in Select Board early; Keith recounted Concord's painful lesson where insufficient Select Board inclusion and eroded trust between groups led to a major project failing (Christopher Heights/Junction Village example), thus reinforcing the need for Select Board early engagement.

Discussion of project financing complexity (Liz Rust emphasized multiple funding sources, low-income housing tax credits, COVID-related cost escalation, and developer profit questions).

Public-private/social housing financing models discussed (Carmine described social housing revolving fund examples from Montgomery County and Atlanta, mentioned state pilot program and minimum project scale of ~30 units for public subsidy).

Outreach / Planning Sudbury Roundtable

Trust discussed organizing Sudbury's own roundtable similar to Concord's; considered March dates time frame for event. The Trust asked staff to coordinate with RoundTable working group and partners to propose final date and invite boards/committees. Staff and RoundTable working group asked to consult relevant boards/committees before finalizing.

77 Hudson Road

Adam presented concept plan indicating possibility of one duplex at 77 Hudson Road; conservation recommended rotating house parallel to road to move septic/leach field out of wetland buffer and reduce driveway impervious area.

Map discussion: dashed orange = upland; dotted orange = 50-foot buffer; work in buffer requires Notice of Intent to Conservation Commission and stricter alternatives analysis if within 50 ft.

Board of Health/percolation testing required to confirm septic feasibility; potential concerns about imported soils reducing perc suitability—test pits/percolation tests recommended in warmer/drier months after wet season.

If PERC fails, mounded systems may or may not meet requirements; Adam will consult Board of Health and report back; plan map to be circulated and item to return for February Trust discussion.

Questions about whether single-family rather than duplex would reduce septic needs (yes—fewer bedrooms -> smaller system), and whether conservation concerns can be balanced with layout adjustments.

59 Horse Pond Road

DCAMM indicates state public safety/State Police will not vacate Sudbury facility until Marlborough facility is operational (approx. one year); Trust needs to follow up with State Public Safety and DCAMM about when property will be released for potential transfer/repurposing for housing.

Carmin and staff to continue outreach to State (Public Safety/DCAMM) and keep Trust updated on timing and potential transfer opportunities given state interest in housing reuse.

Broadacres Farm

No major progress; Adam will meet with combined Facilities Director and DPW Director to discuss rehabilitation or reuse needs in coming months and then report back. Janie stressed that current uses at Broadacres are “borrowed use” by municipal departments and that there was no formal long-term plan for parcel use; transitioning storage/operations offsite may be necessary before repurposing for housing.

Options discussed: repurposing riding ring, relocation or reuse of structures (e.g., transfer of ring to organizations like National Lancers) or alternative civic uses; more visioning needed once municipal operational needs are addressed.

Janie Dretler left the meeting at 9:09 AM

Market Rate Opportunities/Home Preservation Program

Liz reviewed a six-step process overview for Home Preservation: 1) Locate property using criteria and broker; 2) Vote to proceed to feasibility in executive session (offer contingent on inspection); 3) Commit to purchase; 4) Hold property and complete capital improvements using procurement; 5) Regulate property and run lottery for eligible buyers; 6) Sell to eligible buyer and record deed restriction/add to SHI.

Key considerations: capital improvement costs, public procurement complexity and staffing/time to manage rehab; properties needing full gut rehabs are likely impractical; condominiums are an option with less onsite maintenance burden but different considerations.

Financial examples were provided (illustrative sales prices and renovation percentage assumptions); working group (Kay Bell, Jack Ryan, John Riordan) was formed to develop a protocol for property identification and process (3-person working group) and will report back.

Discussion of procurement alternatives and partnering with nonprofits (Habitat for Humanity) — possible but may reduce revenue recapture and often entails significant effort and longer timelines; RFP to non-profit and development agreements are possible but add complexity.

Financials

John Riordan made a motion to ratify the November financial transactions. Jeff Levine seconded the motion. Roll Call Vote: Carmine Gentile – Aye, Kay Bell – Aye, Jessica Cerullo-Merrill – Aye, Gabe Ciccariello – Aye, Cynthia. Howe – Aye, Jeff Levine – Aye, and John Riordan – Aye.

It was noted the CPC voted to recommend \$600,000 for the Housing Trust for the upcoming town meeting (good prospect but requires Town Meeting approval); if approved, projected balance would increase accordingly.

Jessica Cerullo-Merrill left the meeting at 9:29 AM

Minutes December 11, 2025

Minutes from December 11, 2025 reviewed; Kay requested edits and noted a working-group discussion earlier in which she and Jack had volunteered; minutes were tabled to next meeting for revisions.

Kay Bell left the meeting at 9:35 AM

Other or New Business

CPC recommendation noted; Select Board formed Liberty Ledge subcommittee (Janie Dretler on subcommittee) expected to deliver informational report in March—Trust should monitor this closely as Liberty Ledge is on the Housing Production Plan.

Future Meeting Schedule

The next meeting of the Housing Trust is scheduled for Thursday, February 12, 2026 at 8:00 AM via Zoom.

Adjournment

John Riordan made a motion to adjourn. Jeff Levine seconded the motion. Roll Call Vote: Carmine Gentile – Aye, Gabe Ciccariello – Aye, Cynthia. Howe – Aye, Jeff Levine – Aye, and John Riordan – Aye.

The meeting ended at 9:37 AM