



# Town of Sudbury

## Housing Trust

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### MINUTES March 12, 2026 AT 8:00 AM

#### VIRTUAL MEETING

**Housing Trust Members Present:** Chair Carmine Gentile, Vice Chair Jack Ryan, Kay Bell, Gabe Ciccariello, Janie Dretler, Cynthia Howe, Jeff Levine, John Riordan

**Absent:** Jessica Cerullo-Merrill

**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

#### Minutes of February 12, 2026

Edits to the minutes included removal of error “staff will sign and scan”.

John Riordan made a motion to approve the February 12, 2026 minutes as amended. Jack Ryan seconded the motion. Roll Call Vote: Carmine Gentile – Aye, Jack Ryan – Aye, Kay Bell – Aye, Gabe Ciccariello – Aye, Cynthia Howe – Aye, Jeff Levine – Aye, John Riordan – Aye.

*Later in the meeting, a motion by Janie Dretler to rescind the earlier approval of the February 12, 2026 minutes was made and seconded due to inaccuracies; vote to rescind will pass.*

#### Financial Transaction of January 2026

Liz Rust presented January financials which included routine items such as salary, lottery advertising and engineering (for 77 Hudson Road by Dillis Roy). The closing balance was \$1,535,636.63.

Jack Ryan made a motion to ratify the January 2026 financial transactions. Cynthia Howe seconded the motion. Roll Call Vote: Carmine Gentile – Aye, Jack Ryan – Aye, Kay Bell – Aye, Gabe Ciccariello – Aye, Cynthia Howe – Aye, Jeff Levine – Aye, John Riordan – Aye.

Janie Dretler joined the meeting at 8:15 AM.

#### Home Preservation / Home Purchasing Program (main discussion)

Using Liz Rust’s Dec 29, 2025 memo as the basis, the working group reverse-engineered a process/goals for market rate home selection. The stated target was to end up with net Trust investment of about \$500,000 per property (approx. one-third of available \$1.5M), allowing

purchase of properties listed up to \$800,000 provided renovations are modest. Focus is on a rapid-response evaluation process of 2–3 bedroom properties.

There was lengthy discussion on the importance of rapid-response protocols. This would include an initial online review and drive-by, then internal walkthrough (open house or broker appointment), then brief Housing Trust meeting (likely in executive session) to decide whether to proceed with inspection, Select Board approval, and offer. The emphasis being on speed due to competitive market conditions.

The conversation shifted to the degree of importance of the units qualifying to be added to the Subsidized Housing Inventory (SHI). This requires buyer household at  $\leq 80\%$  Area Median Income (AMI) (and has buyer asset limitations for qualification). The working group used a model where the Trust's net spend per unit is  $\sim$  \$500k after acquisition, renovation, and sale proceeds. Members discussed trade-offs between seeking strictly 80% AMI (counts toward SHI and supports deeper affordability) versus allowing 100% AMI/workforce units (broader eligibility, local preference). Consensus favored 80% AMI to prioritize SHI-eligible units.

Liz Rust explained the sale price ceiling for a SHI qualification is set by a state calculator (which uses interest rates, tax rate, and AMI) to ensure housing costs are no more than  $\sim 30\%$  of income. Higher interest rates and/or condo fees, reduce allowable sale price. Sale price examples from Liz's memo were discussed.

Members returned to discussion on how to perform initial screening and walkthroughs (without disclosing agency) during broker/open-house visits. Qualified homes selected by the working group will need authority from full Trust before proceeding on steps such as inspectors. Select Board approval is required before final purchase, and contingencies and budgets should be reflected in offers (Liz added that inspections and Select Board approval typically handled via offer contingencies). Members again stressed the importance of speed.

The Trust discussed how to proceed. Janie Dretler requested a written draft of the Home Preservation Program outline/policy (including a checklist/flowchart) will be prepared for the April Housing Trust meeting. Jack Ryan volunteered to draft a policy; Adam Burney offered to assist and edit.

#### **Request to rescind vote on February 12, 2026 meeting minutes**

Janie Dretler made a motion to rescind the vote on approval of the February 12, 2026 meeting minutes. Carmine Gentile seconded the motion. Roll Call Vote: Carmine Gentile – Aye, Jack Ryan – Aye, Kay Bell – Aye, Gabe Ciccariello – Aye, Janie Dretler – Aye, Cynthia Howe – Aye, Jeff Levine – Aye, John Riordan – Aye.

#### **Housing Roundtable (public event)**

Roundtable planning group met March 11 and proposed a public roundtable on housing: June 9 (Tuesday), 7–9 PM at Goodnow Library, hybrid format and recorded. Invitees to include town departments and stakeholders (social worker, planning, select board, CPC, ZBA, Chamber, SHA, Council on Aging, public). First session to inform and coordinate agencies; possible follow-up in October. Adam Burney agreed to moderate.

**77 Hudson Road**

Engineering work and contract underway for a perc test in ~ July 2026.

**Liberty Ledge Sewataro advisory group**

The Trust members were notified that the Select Board formed a group to study the Liberty Ledge property and is seeking applicants with planning, zoning, housing, finance, recreation, or accessibility/disability experience. The Select Board did not request a SHT appointment but the Trust members were encouraged to apply. Jeff Levine expressed his intention to apply but others may as well.

**Future Meeting Schedule**

The next Housing Trust meeting is scheduled for Thursday, April 9 at 8:00 AM via Zoom.

**Adjournment**

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