



Town of Sudbury

Sudbury Housing Trust

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Sudbury Housing Trust
Minutes
May 1, 2018 at 8:00 AM
Silva Conference Room
Flynn Building, 278 Old Sudbury Road

Present: Lydia M. Pastuszek, Chair; Cynthia Howe; Susan N. Iuliano and Kelley Cronin.
Regrets: Robert Morrison, Andrew Kaye
Others present: Elizabeth Rust and Meagen Donoghue.

Welcome and Announcements

1. Minutes

- a. Approve the regular meeting minutes of 3/23/18.

Motion made, seconded and voted to approve 3/23/18 regular meeting Minutes.

2. Finances

- a. VOTE to ratify the March Transactions.

Motion made, seconded and voted to approve March, 2018 transactions.

Ms. Rust updated the Board about future projects in the pipeline for the Trust, as a lottery agent for other affordable units in other towns. Five contracts are waiting to be signed and three projects in approval process, waiting for DHCD, five other contracts are in other status and only one project that is active at the present time. Wellington Woods in Medford a contract for 20 affordable units will be coming soon.

3. Maynard Road – Update

Andrew Kaye, Leonardi Aray, Michael DiPlatzi, Rich Damiano, John Mangano and Town staff visited the site on April 12, 2018, the Trust is in receipt of a summary of the site visit.

Ms. Rust updated the Board about the following items for 278 Maynard Road:

Extension – Request 30-day extension to June 15, 2018.

The developer requested formally a 30-day extension until June 15, 2018. The Trust is holding back a remainder of \$13,000, of the original \$20,000 kept on hold, the \$13,000 represents the landscape work that was put on hold last December, 2017. \$7,000 has been released for the purchase and installation of the sheds.

Change Orders

- Move shed \$575
- Winter Cleanup \$525 (tree downs removal, branches and excess debris)
- Trash Screening \$5,775

Change orders total to the amount of \$6,875.

Motion made, seconded and voted to approve the request for a 30-day extension to June 15, 2018 and to approve the change orders for a total sum of \$6,875.

The “278 Maynard Road Condo Association” will scheduled a meeting potentially for June 5, 2018.

4. Home Preservation inspections – Status Update

Selectman Iuliano asked if it was absolutely clear that CPA Funds could not be used to fund the Small Grant Program.

Ms. Rust explained that in order to use CPA Funds for the Small Grant Program a deed restriction on the house would be required, CPA funds can be used on a deed restricted property purchased with CPA Funds.

The Trust is in receipt of Inspection reports prepared by Maida Services for eight properties located around town; these properties were purchased under the Home Preservation Program. Ms. Rust presented a summarized chart with the inspection results, grouped by trade. Chair Pastuszek stated the ultimate reason the Trust is involved is because these houses are deed restricted and while they serve the current homeowners, but the Trust would like them to served future homeowners as well, to protect the Town’s interest in the properties.

The Trust had a detailed discussion and recommended certain repairs for each home, starting with the “building envelop”, and then plumbing and systems.

The Trust asked Ms. Rust to draft and send letters to all home preservation homeowners, reminding the home preservation-home owners that it is their responsibility to take care of the house, and also offering the list of primary repairs and the opportunity to apply for a special grant program. The Trust will open a special rolling-grant program, for the home preservations homes, home owners will be notified and the Trust will review the applications and estimates and make awards on a rolling basis.

Other Business

1. Housing Choice Designation – Ms. Donoghue submitted the Application on behalf of the Town.
2. Town Meeting – Chair Pastuszek will present Article 39 at Town Meeting for the Trust.
3. Board recruiting – The Trust will advertise on the Town’s website.
4. Coolidge Phase 2 – Commitment letter signed. HOME RFP announcement expected in August.

There being no further business, the meeting was adjourned at 9:35 a.m.