



Town of Sudbury

Community Preservation Committee

cpc@sudbury.ma.us

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278 Old Sudbury Road
Sudbury, MA 01776
978-639-3387
Fax: 978-639-3314
www.sudbury.ma.us/cpc

PROJECT SUBMISSION FORM

Applicant:

Submission Date:

Group or Committee Affiliation (if any):

Applicant Address:

Purpose (please select all that apply):

☐ Open Space & Recreation

☐ Community Housing

☐ Historic Resource

Applicant Email & Phone Number:

Project Manager Email & Phone Number:

Project Name:

Project Description:

Costs:

Fiscal Year	Total Project Cost	CPC Funds Requested	Other Funding Sources (Amount and Source)
2022			
2023			
2024			
2025			
2026			
Total			

How does this project meet the General Criteria and Category Specific Criteria for Community Preservation Committee projects (see attached)?

Does this project fall within the jurisdiction or interest of other Town Boards, Committees, Commissions, or Departments? If so, please list the boards, committees, commissions, or departments, whether applications and/or presentations have been made, and what input or recommendations have been given.

For Community Preservation Committee Use:

Form Received On: _____

Project Presented to CPC On: _____

Reviewed By: _____

Determination: _____

PROJECT DESCRIPTION

This CPA application is a request for a portion (\$30,000) of the Town of Sudbury's Regional Housing Services Office (RHSO) membership fee to support Town housing activities in FY2022. This is the same amount as prior years.

The Town of Sudbury's housing activities are implemented through a number of organizations: the Sudbury Planning and Community Development Department, the Sudbury Housing Trust, and the Sudbury Housing Authority (SHA). The Planning and Community Development Department, and Housing Authority are staffed by employees funded from their respective operating budgets. The Sudbury Housing Trust is supported by staff, committee members, consultants, and the RHSO, of which Sudbury is a founding member.

Sudbury has funded its membership fee in the RHSO from both CPA funds and Trust funds from its start in FY2012. The Town's portion of the RHSO fee has been submitted and appropriated as a separate article since 2018.

A key piece for the RHSO funding is that the CPA funds support housing activities for the Town, and separately the Trust funds support housing activities for the Trust. These are different activities, though all related to housing.

Town Housing Activities (funded by CPA)

There are a number of housing activities performed by the RHSO for the benefit of the Town, as listed below. The Town housing activities center around the support and preservation of the affordable housing in Sudbury:

- Incentive Senior Development (ISD) Support: Calculate Frost Farm annual eligibility requirements, review applicant and determine eligibility, prepare Grouse Hill Resale closing documents, inventory Grouse Hill units and propose a Capital Improvement Policy, and provide resale support.
- Ownership Monitoring: The Town is the Monitoring Agent for all deed restricted ownership units. This involves annual self-certifications, registry review, and approvals for refinancing.
- Annual Assessment Valuations: Provide valuations for the deed restricted properties to the Town Assessor.
- Local Initiative Program (LIP) Rental Monitoring: Review Avalon leasing for compliance with the marketing plan, review compliance with Regulatory Agreement, and prepare certification to the Department of Housing and Community Development for LIP rental unit/s - including one SHA unit, and all the Avalon units.
- Inventory Management: Maintain housing inventory and provide estimates for 2022 Subsidized Housing Inventory (SHI) projections, recently completed and posted to website, presented to Planning Board and Zoning Board of Appeals.

- HOME Program: The administrative work includes annual action plans, 5-year consolidated plans, fair housing reports and programs, and quarterly meetings and participation and monitoring of the Coolidge units.
- General Support: There are specific items that come forward throughout the year.

As noted, these are different than the housing activities performed by the RHSO for the benefit of the Trust. The Trust activities are listed below, though this application does NOT request funding for them:

Trust Housing Activities (not funded by CPA)

- Small Grants: Administer Trust Small Grants Program including application revision, applicant assistance, award grants based on Trust vote, and follow-up as required.
- Home Preservation: Assist Trust in home selection, repairs, closing, and on-going support.
- Maynard Road: Assist Trust in program oversight.
- Lottery Agent Services: Perform lottery agent services for the Trust including marketing and outreach, applicant eligibility, lottery administration, closing, and lease-up.
- Trust Support: Meeting support including agenda packets, presentations, and memos as directed.

ENDORSEMENT, SUPPORT, OR OTHER RECOMMENDATION BY OTHER TOWN BOARDS, COMMITTEES, AND DEPARTMENTS

The following Committees, Boards, Departments, and organizations all have a vested interest in supporting and maintaining the affordable housing in Sudbury:

- Planning and Community Development Department
- Planning Board
- Zoning Board of Appeals

RELEVANCE TO CPC CRITERIA

The proposal meets the following General Criteria for eligibility:

- Provides support directly to individuals and families who are eligible for community housing, or to entities that own, operate, and manage housing for the purposes of making housing affordable;
- Supports maintaining the goal of 10% affordability by monitoring, inventory management, and other support services;
- Continues to promote economic diversity through the administration of the program; and
- Assists the Planning and Community Development Department in allowing the Housing Production Plan to be carried out in a consistent and thoughtful manner.

ADDITIONAL CONSIDERATIONS

This project demonstrates practicality, feasibility, and urgency:

- The proposed project is one that works economically due to the expertise provided by well-qualified staff. Without the monies allocated to the Town the following would have to be considered by the Town:
 - Inability to maintain compliance with the affordable housing regulatory agreements and requirements.
 - Leaving a department (Planning and Community Development) with a sizable workload to staff who are unqualified to assist and manage such matters.
 - Hiring at a nominal rate a part/full-time staff person at a competitive rate well beyond the 10% allocation of CPA funds.

This proposal demonstrates the project can be implanted expeditiously and within budget:

- The costs associated with the proposed project provide wide-spread opportunities for those in need of Sudbury's affordable housing options and always done within budget.

This proposal produces an advantageous cost/benefit value:

- This project was created nearly a decade ago to assist the Town in carrying out measures for the purpose of making housing affordable throughout the Town of Sudbury and to support the existing affordable housing stock.
- The RHSO was created in Sudbury as a cost-effective regional solution for administrative housing activities.



Regional Housing Services Office

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Address: 37 Knox Trail, Acton, MA 01720

Website: WWW.RHSOhousing.org

Email: INFO@RHSOhousing.org

Phone: (978) 287-1092

July 31, 2020

To: John Mangiaratti, Sarah Stanton, Stephen Crane, James Malloy, Timothy Higgins, Henry Hayes, Louise Miller, Leon Gaumond, Roland Bartl, Nancy Tavernier, Kristen Guichard, Robert Hummel, Alyssa Sandoval, Marcia Rasmussen, Heather Gill, Lee Smith, Jerry Evans, Carol Kowalski, Amanda Loomis, Jennifer Burney, Paula Vaughn, Adam Duchesneau, Patricia Brown, Cynthia Howe, Sarkis Sarkisian, Imai Aiu, Sarah Rhatigan

CC: Jody Kablack, Lara Plaskon, Liz Valenta

From: Elizabeth Rust

RE: Regional Housing Services Office – FY20 Q4, Status Report

This is the year-end FY20 status report for activity from 4/1/20 through 6/30/20 (FY20 Q4) for Regional Housing Services Office, the inter-municipal collaboration between the eight towns of Acton, Bedford, Concord, Lexington, Lincoln, Sudbury, Wayland and Weston. Please let me know if you have any comments or questions.

RHSO Administration:

This year ended as we settled uneasily into the pandemic shift in all operations, we recognize all too well how our life, and the lives of those we serve, has changed. I know we speak for all residents to thank the municipal leaders for their thoughtful and quick action in crisis response and management.

The work of the RHSO has continued in a shut-down operation, with the staff working remotely, occasionally from the office, and meeting through ZOOM. Efforts on the workplan continue, with adjustments as needed. The RHSO COVID response activities are included in the following section.

This year completed the third three-year RHSO IMA term ending 6/30/20, and the towns have all signed a 90-day extension to end 9/30/20, when we can presumably meet and resume approvals in the standard manner. Invoices will be sent to municipalities as funds are appropriated. The IMA for the full three-year term will be circulated, presented and executed in the first quarter of FY21. From the staffing perspective, the RFP for the RHSO Consultants was finalized and published, and we look forward to the awards.

Maynard is officially joining the RHSO, effective 7/1/20, and we welcome our neighboring municipality. Maynard is the 9th community, which is the limit specified in the IMA.

The Advisory committee met in May (via ZOOM), and reviewed rental vouchers and vacancies, rental assistance programs, increased resale activity as well as a general community exchange. The Advisory committee will meet again in August.

Regional Activities:

Regional activities are performed for the RHSO communities equally and provide general housing resources, including trainings, reports, information and the website.





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We presented and co-sponsored at the CHAPA Metrowest Regional Meeting, held via ZOOM with over 100 participants.

The RHSO is responding to COVID-19 in this fluid and changing environment.

- The RHSO implemented an Emergency Rental Assistance Program (ERAP) with guidance from Massachusetts Housing Partnership (MHP) and CHAPA. This has been rolled out in Acton and Sudbury, with Maynard coming in August. Plans and discussions are underway for Bedford and Weston to participate. and in partnership with interested RHSO member communities to provide short-term rental assistance for COVID-related decreases in income for possible Q4 initial implementation, including participation in a few state-level conference meetings.
- The RHSO website has a section on housing resources and referrals, including information on the state-funded RAFT and ERMA programs which provides temporary assistance to low-income tenants and homeowners;
- The RHSO is working with DHCD and the property managers of larger rental developments to reiterate the state guidance on moratorium on evictions and rent increases;
- The RHSO prepared buyer and seller agreements to use in resales outlining special considerations for showings and inspections during the COVID precautionary period;
- The RHSO sent letters via USPS to all ~380 owners of deed-restricted properties with information on COVID resources.

Our website service migrated to a new platform, and we supported their migration in our hosting services domain. We continue to update the website with new units and properties as created, and new owners for units that have been resold, and new opportunities for existing and future residents.

SHI, 40B Safe Harbor and Inventory Administration

Managing the SHI inventory is a key component of the RHSO services provided. A total of 894 units have been added to the Subsidized Housing Inventory for the member communities since they joined the RHSO, and 91 in FY20.

		SHI Tracking			FY20 Activity			
	Housing Units, 2010 Census	True SHI Units (6/30/20)	% Subsidized	+/- 10%	FY20 SHI %	SHI Units FY20	FY20 Completed Activity	40B Safe Harbor
Acton	8,475	657	7.75%	592	7.75%	89	Avalon (86), Mass Ave (-1), School St (2), PO Crossing (1), 146 Prospect (1)	Yes - HPP Certified, 7/18/21
Bedford	5,322	981	18.43%	883	18.43%	7	Evergreen (3), Pine Hill (4)	Yes - >10%
Concord	6,852	721	10.52%	649	10.52%	0	Black Birch II (2 non-SHI)	Yes - >10%
Lexington	11,946	1,334	11.17%	1201	11.17%	7	DDS (4), Jefferson Drive (3)	Yes - >10%
Lincoln	2,130	268	12.58%	239	12.58%	-30	Oriel Landing (-30 lapsed)	Yes - >10%
Sudbury	5,921	669	11.30%	603	11.30%	5	DDS (5)	Yes - >10%
Wayland	4,957	270	5.45%	237	5.45%	13	11 Hammond (1), Windsor Place (12), Cascade (-60 lapsed)	
Weston	3,952	151	3.82%	136	3.82%	0		
total	49,555	5,051	10.19%	4537	10.19%	91		



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Monitoring:

The monitoring program is a core service of the RHSO with over 5,000 units of rental and ownership restricted housing across the communities.

The 2020 Income Limits were released by HUD on April 1, 2020, representing a 5% increase in the overall Area Median Income (AMI) overall, and an 8% increase in the AMI used in subsidized housing programs.

Ownership Units: The ownership monitoring is complete for FY20, with the following steps:

- Review the registry of deeds for any activity.
- Review owner mailing address versus town database.
- Self-certifications to each owner, 3 mailings
- Review on-line sites for rentals
- Provide annual certification reports to DHCD, awaiting one community.
- Sent quarterly Welcome Letters to new owners in Bedford and Lexington.

7/9/2020	FY20 Self-Declaration				FY19
	Sent	Rec'd	Open	% rec'd	% rec'd
Acton	61	58	3	95%	95%
Bedford	57	52	5	91%	93%
Concord	72	70	2	97%	96%
Lexington	30	30	0	100%	100%
Lincoln	58	49	9	84%	n/a
Sudbury	36	34	2	94%	97%
Wayland	38	34	4	89%	92%
Weston	26	23	3	88%	93%
<i>total</i>	<i>378</i>	<i>350</i>	<i>28</i>	<i>93%</i>	<i>94%</i>

Resales: One of the primary responsibilities of the monitoring agent is to locate eligible buyers upon resale of deed restricted ownership units. This falls to the municipality for units in the LIP Program, 40B units where the town is the named agent, or other local initiatives. FY20 saw an uptick in resales, and this trend is continuing strongly into FY21. The RHSO provides these resale services as part of its core monitoring efforts, and the town receives the resale fee (~\$4k -~\$5k) associated with the transaction.

In FY20, 6 units were resold in Acton, Concord (2 units), Lexington, Lincoln and Sudbury. There were 4 additional units that closed in FY21 this July (Acton, Concord, Lincoln, Weston), with another 4 units currently in marketing (Bedford, Lincoln (2), Sudbury). Municipalities can, and have, purchase additional hours if the resales extend past the contracted support level.

Rental Projects: The RHSO monitors Local Initiative Program (LIP) rental units and units funded with HOME funds on behalf on the member communities, as required by the funding Regulatory Agreements. This quarter we worked on a checklist to facilitate our review of rental vacancy leasing – marketing and waiting lists management as well as responding to monitoring issues due to COVID, such as rent increases, recertification delays, and tenant inquiries.

In general, the monitoring review includes:

1. Reviewing that the rents are calculated in accordance with the Regulatory Agreement.
2. Reviewing sample tenant files to ensure that tenant income is recertified using source documents according to the regulations
3. Verifying that tenants are selected in accordance with Fair Housing requirements and current Affirmative Fair Housing Marketing Plans (AFHMP) including advertising requirements.
4. Verification that the units are maintained in accordance with applicable standards.
5. Providing Town certification to DHCD, as required.
6. Follow-up during the year on compliance findings and recommendations.



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7. Reviewing annual rent increase requests and recommending approvals.

The below table provides the detail schedule for the rental monitoring. There is some shift in schedule and scope due to COVID, including desk reviews in lieu of site visits. We plan to focus on a more thorough review of marketing and waiting list management. There is a moratorium of both rent increases and evictions, per DHCD guidance and rental recertifications are slower and delayed.

	Town	LIP Rental Development Name	SHI units	Subsidy Program	FY20 Status
1	Acton	Scattered sites (AHA)	8	LIP 40B	FY21
2	Acton	Inn at Robbins Brook	3	LIP-LAU	FY21
3	Bedford	Village at Concord Road	12	LIP 40B	FY21
4	Bedford	20 Railroad	4	HOME	In Process
5	Bedford	Patriot Place	10	LIP 40B	Completed
6	Bedford	Village at Taylor Pond	200	LIP-LAU	Completed
7	Bedford	447 Concord Road	1	HOME	Completed
8	Concord	Concord Mews	350	LIP 40B	Completed
9	Concord	Concord Park	16	Local	
10	Concord	405 Old Bedford Road (CHA)	4	LIP LAU	FY21
11	Concord	Brookside Square	8	LIP-LAU	Completed
12	Concord	Warner Woods	80	MH NEF	FY21
13	Concord	Thoreau St (CHA)	1	HOME	Completed
14	Concord	Peter Bulkeley (CHA)	4	HOME	Completed
15	Lexington	Avalon at Lexington Hills	97	LIP 40B	Completed
16	Lexington	Avalon Lexington	56	Local	Completed
17	Lexington	LexHAB Scattered Sites	48	various	In Process
18	Lexington	Pine Grove Village	3	HOME	In Process
19	Lexington	Keeler Farm	1	HOME	In Process
20	Lincoln	Commons	30	LIP 40B	Completed
21	Sudbury	Willis Lake (SHA)	1	LIP-LAU	FY21
22	Sudbury	Avalon	250	LIP 40B	Completed
23	Sudbury	Coolidge (Phase1)	1	HOME	In Process
24	Wayland	Residences At Wayland Center	12	LIP-LAU	Completed
25	Weston	Church, Jones, Pine, Viles	6	LIP LAU	In Process
26	Weston	Warren Ave	5	LIP 40B	In Process
27	Weston	Merriam Village	5	LIP LAU	In Process
			1216		

Town-Specific Monitoring

Other monitoring efforts include assisting residents with refinancing as well as maintaining the inventory with new projects, new owners, and other general updates.

In Acton: Supported the monitoring efforts at Anthem Village/Martin St by assisting with solar panel installation, condo complaints, and attending a ZOOM lottery for the last unit and then reviewing and recommending approval for the buyer. Marketed and located an eligible purchaser for the resale of two units – Parker St and Lalli Terrace, and worked with the Town on reviewing the restrictions at Brewster Lane and recommending approval for the buyer.



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In Bedford: Marketed and located an eligible purchaser for the resale of a unit at Hartwell Farms, added the 4 units at Pine Hill Crossing to the SHI, recommended approval for a refinancing at a unit at Bedford Meadows, confirmed the Town loans for accountants at 447 Concord Road.

In Concord: Marketed and located an eligible purchaser at Walden Street, and supported the closing for the resale of a different unit at Walden Street, for the Concord Housing HUD Repositioning project - completed the Environmental Review reports and assisted with the Town support letter.

In Lexington: Marketed, located an eligible purchaser, and prepared the closing documents for the resale of a unit at Pine Grove Village, added the 3 units at Jefferson Drive to the SHI.

In Lincoln: Supported closings at Minuteman Commons and Cambridge Turnpike, worked with the Town and two owners at Battle Road Farm on selling their units, and started marketing 2A, reviewed and categorized all the individual deed riders at Battle Road Farm finding 4 distinct models.

In Sudbury: Started marketing a resale at Pinewood, worked with the parties on the offered unit at Eddy St, kept apprised on the Dutton Road unit, recommended approval for an applicant to the Frost Farm waiting list, updated the Frost Farm eligibility requirements for 2020, and completed a Maximum Resale Price calculation at Grouse Hill.

In Wayland: No monitoring activities this period.

In Weston: Marketed and located an eligible purchaser, and supported the closing for the resale of a unit at Highland Meadows.

HOME Support:

The HOME support category assists participating HOME communities (Bedford, Concord, Lexington, Sudbury and Wayland) commit and expend their available Program funds, develop HOME funded programs, as well as completing their administrative requirements. To date, the RHSO has assisted the member communities commit ~\$2,310,000 since FY13.

In this reporting period the RHSO requisitioned all the HOME admin funds, attended the quarterly HOME meeting in May, participated in the Consortium review of possible HUD COVID related waivers, as well as:

- Consolidated Plan: The HOME 5 Year FY21-FY25 Consolidated Plan provides a strategic look at the community's need and targets HOME projects to address that need. This period completed this year-long effort, responding to questions and comments on final materials.
- Analysis of Impediments: Supported focus groups for each community and preliminary report materials.
- Bedford: Completed HOME monitoring for 447 Concord Road; submitted requisition for the Bedford Housing Authority Ashby Place project. Work for Phase II is scheduled for Q1 FY21.
- Concord: No additional activity this period, planning to start environmental review and then funding commitment for Junction Village as project has received DHCD funding award.
- Lexington: Submitted requisition for the Lexington Housing Authority Pine Grove Village project. Work is scheduled for completion in Q1 FY21.
- Sudbury: Awaiting leasing for completion of Coolidge II HOME project with the final requisition. Construction and occupancy is for Q2 FY21.
- Wayland: Supported the Wayland Tenant Based Rental Assistance Program (TBRA), to-date awarding \$5,416 across three tenant cases.



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Local Support:

The local support category enables each municipality to have some amount of hours to support priority items that are not covered under other service categories. The following local support activities were performed for each community in this reporting period:

Acton: Continued monthly meetings with town and followed up as needed; provided comments on the Grandview ZBA application; completed the Housing Production Plan and obtained DHCD approval including incorporation of many comments through public review session. Rolled out the ERAP Program with an initial lottery, approval of 10 applicants by 6/30, and submission of payments for July rent. Supported the ACHC by updating the Capital Improvement Program with 2020 eligibility. Started analysis on the assessment values for the deed restricted ownership properties.

Bedford: Reviewed Plank Street proposal and sent letter to developer regarding timing of affordable housing component, supported the ACHC Capital Improvement Program by updating the application with 2020 eligibility, and started analysis on the assessment values for the deed restricted ownership properties.

Concord: Provided input to the CPC annual plan update. Supported the town and CHDC with the Junction Village development by preparing materials and information in advance of Town Meeting. Assisted the CHDC by investigating accounting services, administering the Small Grant Program including updating the application with 2020 eligibility and processing invoices for awarded funds. Started analysis on the assessment values for the deed restricted ownership properties.

Lexington: Assisted with final Moderate Income standards, prepared a Local Preference Justification for 186 Bedford Street, and started analysis on the assessment values for the deed restricted ownership properties.

Lincoln: Started analysis on the assessment values for the deed restricted ownership properties.

Sudbury: Assisted with Housing Choice returning community application, Started analysis on the assessment values for the deed restricted ownership properties. Supported the Sudbury Housing Trust by: preparing agendas, packets and attending meetings; and Small Grant Program by updating the application with 2020 eligibility, reviewing and presenting applications for consideration and award, and processing invoices for awarded funds. In addition, under the Sudbury Trust umbrella, the RHSO responded to a MassHousing RFP for Monitoring Agent services and performed lottery and resale services for other entities in the region, as follows:

- No new contracts this period
- Started and/or Completed Affirmative Fair Housing Marketing Plans for Harvard Pine Hill Village and Medford Wellington Woods
- Supported marketing efforts at Reading Postmark Square, Harvard Pine Hill Village, Medford Wellington Woods
- Completed tenant re-certifications for
- Qualified applicants and held the lottery at,
- Supported closings for Bedford Pine Hill Crossing, Concord Black Birch, Lexington Ridge, Sherborn Fields at Sherborn Falls,

Wayland: Started analysis on the assessment values for the deed restricted ownership properties.

Weston: Continued to work with the town on a proposal with to assist with the Housing Production Plan, specifically the Needs Assessment portion. Assisted the Trust and the Elderly Housing Committee (EHC) on



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adding the additional units at the Brook School Apartments to the SHI through the LIP/LAU application process. Assisted the Weston Affordable Housing Trust with its projects and programs, including: preparing meeting agendas and packets; plans to develop the Housing Production Plan and ongoing asset management of Warren Avenue housing development; and continued support the development at 0 Wellesley through finalizing the RFP and assisting with its publication. Additionally, assisted the Trust in requesting CPA funding for Emergency Rental Assistance. Started analysis on the assessment values for the deed restricted ownership properties.



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FY20 Tracking:

The FY20 final hours are shown in the table.

These include FY20 supplemental hours purchase by Acton, Concord, Lincoln and Sudbury over the year.

Weston has rolled over 23 hours to FY21.

	FY20 Actual	FY20 Budget	Actual v Budget
Acton			
Monitoring	95.00	106.00	(11.00)
40B Monitoring	28.50	40.00	(11.50)
HPP	268.00	265.00	3.00
Local Support	118.50	100.00	18.50
Regional Activities	26.00	25.00	1.00
Admin	39.25	30.00	9.25
Total	575.25	566.00	9.25
Bedford			
Monitoring	149.50	80.00	69.50
HOME administration	76.50	75.00	1.50
Local Support	113.00	190.00	(77.00)
Regional Activities	26.00	25.00	1.00
Admin	39.25	30.00	9.25
Total	404.25	400.00	4.25
Concord			
Monitoring	168.25	80.00	88.25
HOME administration	69.00	75.00	(6.00)
Local Support (Town)	193.75	208.00	(14.25)
Local Support (CHDC)	123.50	200.00	(76.50)
Regional Activities	26.00	25.00	1.00
Admin	39.25	30.00	9.25
Total	619.75	618.00	1.75
Lexington			
Monitoring	101.00	125.00	(24.00)
HOME administration	67.00	75.00	(8.00)
Local Support	141.75	125.00	16.75
Regional Activities	26.00	25.00	1.00
Admin	38.75	30.00	8.75
Total	374.50	380.00	(5.50)
Lincoln (start 9/1)			
Monitoring	106.50	103.00	3.50
Local Support	61.25	50.00	11.25
Regional Activities	22.50	25.00	(2.50)
Admin	23.75	30.00	(6.25)
Total	214.00	208.00	6.00
Sudbury			
Monitoring	77.25	80.00	(2.75)
HOME administration	33.00	75.00	(42.00)
Local Support (Town)	81.75	200.00	(118.25)
Local Support (Trust)	675.00	525.00	150.00
Regional Activities	26.00	25.00	1.00
Admin	39.25	30.00	9.25
Total	932.25	935.00	(2.75)
Wayland			
Monitoring	22.25	40.00	(17.75)
HOME administration	51.25	50.00	1.25
Local Support	59.25	50.00	9.25
Regional Activities	26.00	25.00	1.00
Admin	39.25	30.00	9.25
Total	198.00	195.00	3.00
Weston			
Monitoring	48.00	40.00	8.00
Local Support (Town)	87.75	92.00	(4.25)
Local Support (Trust)	166.50	204.00	(37.50)
Regional Activities	26.00	25.00	1.00
Admin	39.25	30.00	9.25
Total	367.50	391.00	(23.50)
Totals	3685.50	3693.00	(7.50)

Fw: CPC Housing Applications: Follow Up Items

Duchesneau, Adam

Fri 11/6/2020 10:11 PM

To: Duchesneau, Adam <DuchesneauA@sudbury.ma.us>;

From: Elizabeth Rust <liz@rhsousing.org>

Sent: Tuesday, October 27, 2020 2:41 PM

To: Duchesneau, Adam

Cc: Cynthia Howe

Subject: RE: CPC Housing Applications: Follow Up Items

Housing Production Plan

- What are some of the grants the Town might be able to apply for with its Housing Choice designation status (which the Housing Production Plan is needed to maintain the Town's status under)?

Competitive capital grant program open to municipalities that have achieved the Housing Choice Designations. Grants fund infrastructure improvements in those communities that have shown commitment to advancing sustainable housing production. See <https://www.mass.gov/how-to/housing-choice-community-grant-program>

Note that there are a number of best practice criteria to be designated for Housing Choice. I believe Sudbury is a housing choice community by virtue of the number of building permits, and the HPP was not a relevant factor. For Fiscal Year 2021, \$4 Million is available in grants for qualifying municipalities and the application period is open now.

RHSO Membership Fee

- Since Sudbury has other services which are provided to it by the RHSO, its membership fee is higher as well. Can you please list some of the other services which are provided to Sudbury by the RHSO that other RHSO communities may not receive?

The Sudbury Housing Trust has an active lottery and monitoring agent practice, by which they are hired by other non-Sudbury entities. The revenue for this program is used to cover the Small Grant Program, and the RHSO staffing to support the work. The Sudbury Housing Trust pays everything over CPA-funded \$30k of Sudbury's membership fee. The CPA article does not request the Sudbury Housing Trust work. No other town does lottery and monitoring agent work in the same way.

Cynthia and I will work on the Housing Trust responses.

-----Original Message-----

From: Duchesneau, Adam [mailto:DuchesneauA@sudbury.ma.us]

Sent: Monday, October 26, 2020 10:18 PM

To: Elizabeth Rust <Liz@RHSOHousing.org>

Subject: CPC Housing Applications: Follow Up Items

Hello Liz,

The CPC had the following questions they were hoping to have more clarity on before or at the public hearing for the CPA housing category applications. If you could please provide clarity on these items for me, that would be great. As you noted in an earlier email, the public hearings for these applications would be on Tuesday, November 24, 2020 at 7:00 PM (virtual meeting).

Housing Production Plan

- What are some of the grants the Town might be able to apply for with its Housing Choice designation status (which the Housing Production Plan is needed to maintain the Town's status under)?

Housing Trust Allocation

- How much of the allocation (the 15% request) would be going towards the Housing Trust Rental Assistance Program?

- Has any forecasting been done for the Emergency Rental Assistance Program/Housing Trust Rental Assistance Program? What is the need for the program moving forward?

- Do the Emergency Rental Assistance Program and Housing Trust Rental Assistance Program fall under the Housing Trust's mission? Isn't the Sudbury Housing Authority the entity which handles rental units in town?

RHSO Membership Fee

- Since Sudbury has other services which are provided to it by the RHSO, its membership fee is higher as well. Can you please list some of the other services which are provided to Sudbury by the RHSO that other RHSO communities may not receive?

Please let me know about the above when you have a chance. Thank you.

Adam

Adam L. Duchesneau, AICP

Director of Planning & Community Development

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