

TOWN OF WESTON COMMUNITY PRESERVATION COMMITTEE
Project Submission Form – FY22
Summary Form

Submission Date: January 12, 2021 rev. March 9, 2021

Project Name: Community Housing Support / Regional Housing Services Office

Project Address: 37 Knox Trail, Acton, MA 01720

Brief Project Description:

Since July 1, 2011, Weston has collaborated with the Towns of Acton, Bedford, Concord, Lexington, Lincoln, Maynard, Sudbury, and Wayland to support a regional housing services office. Professional staff provide a variety of services related to lottery, monitoring, administration of the subsidized housing inventory, and consultation regarding specific projects. Starting in October, 2016, the RHSO staff started providing regular staff support to the Affordable Housing Trust, taking over from the CPC Administrator. The RHSO staff person is Elizabeth Valenta, former member of the Weston Affordable Housing Trust. In FY21, we propose to continue these services, including the staff support of the Housing Trust, with an increase in the number of service hours provided from 380* in FY21 to 474 in FY22. *This request has been revised to increase the number of service hours from 350 to 474 to meet the anticipated need to support the Town and the Housing Trust with initiatives that are identified in the Housing Production Plan.*

*(*380 hours was in the original FY21 (July 2020-June 2021) budgeted hours for the \$30,000 CPA funding. However, anticipated hours for FY21 is projected to be 543 hours. The additional 173 hours is attributed to work related to the Housing Production Plan, 0 Wellesley Street project, and implementation of the Emergency Rental Assistance Program. These projects are anticipated to be complete, or require minimal time by the end of FY21).*

Contact Person: Leon A. Gaumond Jr.

Contact Title: Town Manager

Contact Phone #: 781-786-5020

Contact Email Address: Gaumond.l@westonmass.org

Contact Mailing Address: Town Hall, 11 Town House Road, Weston, MA 02493

Sponsoring Organization (e.g., Conservation Commission): Select Board & Affordable Housing Trust

Eligibility - Only activities designated in “Yes” boxes, below, are eligible uses of CPA Funds. Please mark the box, or boxes, that apply:

	Open Space	Historic Resources	Recreational Land	Community Housing
Acquire	Yes	Yes	Yes	Yes
Create	Yes	No	Yes	Yes
Preserve	Yes	Yes	Yes	Yes
Support	No	No	No	Yes
Rehabilitate and/or Restore	Yes, if acquired or created with CPA funds	Yes	Yes	Yes, if acquired or created with CPA funds
Administrative	Yes	Yes	Yes	Yes

Fund Request				
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Projected Cost (Please add information for additional fiscal years as necessary):

Fiscal Year	Total Project Cost	CPC Funds Requested	Other Funding Sources (amount and source)
2021 [prior yr(s).]	\$32,000	\$32,000	
2022	\$38,000	\$38,000	
2023			
Total:	\$70,000	\$70,000	

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Application**

Please address the following questions/categories using additional sheets as necessary.

- Goals/Community Need:** What are the goals of the proposed project? Who will benefit and why? Does the project address needs identified in existing Town plans?

Professional staff will comply with state requirements for the administration of the Town's subsidized housing inventory, including lottery and monitoring functions, and will assist Weston's Housing Trust in implementing and administering programs and projects, including the home repair assistance grant, Development and Sale of 0 Wellesley and management of Warren Avenue apartments. Additional work in the upcoming year is anticipated to include supporting the Town and the Housing Trust with initiatives that are identified in the Housing Production Plan, which is currently being updated.

- Project Timeline:** Describe project milestones and when they will be completed.

This is an annual request.

- Community and Municipal Support:** Describe the nature and level of support for and/or opposition to this project. Additionally, ***all applicants must submit the attached acknowledgement executed by the Town Manager. N/A***
- Budget:** Provide a line item budget and an explanation of how the budget was prepared. Include back up documentation including any proposals for services, professional cost estimates, etc. For community housing development projects, provide a phased sources and uses of funds. **N/A**
- Other Funding Sources:** In addition to CPA Funds, what other funding sources are available, committed, or under consideration? Include commitment letters, and describe any other attempts to secure public or private funding for this project. **N/A**
- Implementation:** Identify the person/persons responsible for project implementation and describe his/her/their relevant experience. **N/A**
- Comparable Projects:** List and describe any comparable projects. **N/A**
- Operations/Maintenance:** If the project is revenue generating, provide a 5 year operating budget. If the project will not generate revenue but ongoing maintenance will

be required, provide a 5 year budget with funding sources identified. (CPA funds cannot be used for maintenance). Identify the person(s)/entity responsible for operations/maintenance. N/A

9. Multiple Projects: Sponsors with multiple proposals should prioritize them here. N/A

10. Provide Supporting Documentation as Applicable: N/A

TOWN OF WESTON
Community Preservation Committee, P. O. Box 378, Weston, MA 02493

ACKNOWLEDGEMENT OF CONSULTATION WITH THE TOWN
MANAGER AND OTHER RELEVANT GROUPS

Please indicate the date(s) of each consultation with Town boards, committees, and/or departments undertaken at the Town Manager's direction:

<u>Board/Committee/Department</u>	<u>Date(s) of Consultation</u>
1) Weston Affordable Housing Trust	1/19/2021; 3/8/2021
2) Select Board	
3)	
4)	
5)	

Town Manager:

Leon Gaumond

Date:

