

MINUTES
Boxborough Housing Board Meeting
February 11, 2021
Via Zoom

Housing Board Members Attending: Al Murphy (chair), Diane Friedman Ron Vogel, Channing Wagg

Housing Board Members Not in Attendance: Dolores Fromer

Invited Guest: Les Fox, Not in Attendance

Other Guests: Rebecca Neville, Cheryl Mahoney (Zoom Monitor)

Due to the COVID-19 emergency, this Housing-Board meeting was conducted via Zoom

1) Information Items

- a) Status of Community Services Coordinator (CSC) position.

Chair Murphy reported that five new candidates for the CSC position had just been interviewed and that one of them would receive an offer per the standard addition to staff protocols. While the individual prefers the part-time schedule because she is working toward a master's degree, the current need to fill the position it was believed by the interviewing team to warrant the action.

- b) Status of the evaluation of the Stow-Road property for a public-safety facility.

Chair Murphy commented briefly on the still underway professional engineering review of the property's suitability for the referenced use.

2) Minutes

14 January 2020 meeting of the Boxborough Housing Board

- a. It was moved that the minutes be accepted as submitted. The motion was seconded and the minutes unanimously approved.

3) Old Business

Chair introduced material pertaining to the Boxborough Rental Assistance Program (BRAP). The following points were reviewed and discussed,

- a) During a timeline running from March through October 2021, a number of activities have to take place. Among these are receiving and qualifying the required paperwork from new applicants, qualifying current participants and also landlords for participation and etc.

i) Questions and thoughts were expressed about expanding the program on a temporary basis to encompass in some way those residents forced into temporary shelter by the previous night's fire on Swanson Road.

ii) There was some discussion of possibly using Boxborough Affordable Housing Trust monies for the same purpose.

iii.) There was further discussion about the workload associated with the above referenced time-line and that this would likely exceed the board's ability to participate. Chair Murphy said that he would speak with Cindy Reagan and Jennifer Barrett to obtain their thoughts on the work involved.

- b) Chair Murphy then opened some discussion on the current Certification Letters that occupants of the town's affordable housing units are required to complete and return to

the Housing Board. Several opinions as to how to coax recipients to return the letters in proper fashion, but no specific plan was suggested or endorsed.

- c) Chair Murphy then commented briefly on the Priest Lane lot. There was no expression of interest in the Housing Board pursuing this property in any way.

4) New Business

Chair Murphy commented on the fact the Housing Production Plan, last up-dated in 2015, was with the passage of five years now out of date. Since to create a “current” version data from the 2020 United States Census is required and we are in compliance with stature 40B, it was deemed best to wait until this data was available before creating a new Plan. This sentiment was prevalent at a recent meeting of Metro West communities, and Metro West as the secretariat will communicate this to the Massachusetts Department of Housing and Community Development (DHCD).

There was some discussion of the above, but, in general, the board agreed.

5) Adjourn BHB Meeting

- a) Member Wagg moved that the meeting be adjourned. The motion was seconded, unanimously approved and the meeting closed at 8:21 p.m.

List of Documents/ Exhibits used:

1. Draft of Self-Certification Letters
2. Minutes of 14 January 2022 BHB meeting
3. Map of Priest-Lane Proposed Development

Respectfully submitted, Channing Wagg, meeting secretary