

**Boxborough Housing Board**  
Wednesday, June 1, 2022  
Town Hall, Boxborough, MA 01719

**Housing Board Members Present:** Al Murphy, Chair, Dolores Fromer, Korinne Stephens, Channing Wagg, and Diane Friedman (Scribe)

**Invited Guests:** Becky Neville, Maria Neyland, Les Fox (Boxborough Affordable Housing Trust members) and Brian Lynch, Board of Health

Meeting called to order at 7:34 PM

**I. Minutes**

- A. Minutes of the April 14th, 2022, meeting: Diane Friedman made a motion and Channing Wagg seconded. All members voted to approve
- B. Minutes of the May 19th, 2022: joint meeting of the Boxborough Housing Board (BHB) and Boxborough Affordable Housing Trust (BAHT). Channing Wagg made a motion to approve the BHB minutes, and Korinne seconded. All members voted to approve.

**II. Old Business**

- A. Water quality at Boxborough Meadows

- 1. Discussion of testing results:

Al Murphy opened the discussion by stating that the joint BHB-BAHT meeting approved the reimbursement of affordable-unit owners at Boxborough Meadows for water-quality testing. Al presented a Testing Summary that listed the testing costs that have thus far occurred, which total to \$1,390.00. The BHB reviewed this list. Al Murphy moved that the listed expenditures be approved for reimbursement. Delores Fromer seconded the motion. After discussion, the motion passed with four votes for, no votes against, and one abstention (Korinne Stephens). Al Murphy voted out of necessity, to attain a quorum of approval. There was also some discussion regarding the mechanics of securing a reimbursement. Becky Neville will send Al Murphy a reimbursement form from the town website

Discussion continued: Of the affordable units at Boxborough, only the unit at 3 Macleod Way has shown Uranium contamination. The other eleven affordable units at Boxborough have shown acceptable uranium levels and are located some distance from 3 Macleod Way. The nearby units are market-rate units. The owners have been notified of the potential hazard, but any testing results for the market-rate units are not known.

- 2. Reimbursement for remediation costs

Korinne Stephens will be submitting her invoice for \$5,566.00 for radon removal in the well at 3 Macleod Way. The remediation consists of adding a compressor to the well head to remove the radon. Korinne is not in need of further assistance. Al made a motion to authorize reimbursement for this work upon receipt of invoice. The work will likely be performed the week of June 5-11. Channing Wagg seconded the motion and it passed unanimously.

B. Boxborough Rental Assistance Program

1. Status: Income limits have been changed by HUD
2. Discussion of any BRAP policy issues.

A potential applicant does not want to add her name to waiting lists for subsidized housing, as requested on the BRAP application form. She is happy with her present apartment, and fears that she may be forced to move. Becky Neville stated the waiting list for subsidized housing exceeds five years, more than the three-year term of a BRAP participant. As a result, the issue may be of little consequence. AI remarked that we should reword the part of the application saying that people may go onto the waiting list but that it is not required. AI moved the BRAP application be reworded to encourage, but not require, that applicants add their names to the subsidized housing waiting lists. Channing Wagg seconded the motion and it passed unanimously.

3. The next enrollment period is upon us. Updated documentation should be available by June 13.
4. Progress on hiring a new Community Services Coordinator.

Personnel Board meets June 2<sup>nd</sup> to discuss the Community Services Coordinator job description. AI stated that Wendy Abetz, the Coordinator Assistant is doing a great job. Korinne Stephens asked why we cannot offer the job to Wendy or change the Job Description so that we can offer the job to Wendy. Why does the town require a master's degree?

5. Wording on BRAP Fiscal year 2023 Program Guidelines.

Second line of text, remove "leasing, who are renting," needs better wording. Korinne Stephens said leave as is. Channing Wagg made a motion to keep the older version. AI seconded. The motion passed unanimously.

6. Les Fox thanked the Board for all the effort used in BRAP. AI Murphy said we should be proud that we are really helping people. It should make us all feel good.

C. After discussion, the Housing Board regular June meeting on the ninth was cancelled.

D. There was a discussion about our Stow Road property needing a No Trespassing sign and better boarding up. Korinne Stephens had observed some children playing on the premises.

**III. Adjourn BHB Meeting**

- A. After a motion to adjourn, the meeting ended at 8:58 PM

**IV. List of Documents/ Exhibits used:**

- A. Agenda of 6/1/2022
- B. Draft Minutes of 4/14/2022 and 5/19/2022
- C. Testing Summary listing
- D. Boxborough Rental Assistance Program Application Form
- E. Boxborough Rental Assistance Program Fiscal Year 2023 Program Guidelines