



## TOWN OF BOXBOROUGH MINUTES

**BOARD/COMMITTEE:** Boxborough Housing Board  
**MEETING DATE:** Thursday, August 11, 2022  
**TIME:** 7:30 pm  
**PLACE:** [Boxborough Town Hall](#)  
**Meeting Secretary:** Al Murphy  
**Attendees:** Channing Wagg, Delores Fromer, Ron Vogel, Al Murphy, Korinne Stephens, Jessi Robinson, Maria Neyland

### I. Minutes

- A. The minutes of the 14 July 2022 meeting of the Boxborough Housing Board (BHB) were presented and reviewed. Ron Vogel moved to accept the minutes and Korinne Stephens seconded the motion. The motion passed unanimously.

### II. Old Business

- A. Water quality at Boxborough Meadows

The noise-reduction enclosure for the Airwell Radon-removal system has been installed. The needed part was received, and the installation has been approved by Korinne Stephens and Channing Wagg. With the help of Town Employees Kelley Price and Kelli Pontbriand, the invoice is being processed expeditiously.

- B. Boxborough Rental Assistance Program (BRAP)

A current BRAP participant, in applying for continuing BRAP support, asked a very good question. Namely, why does the Recertification Application ask for tax returns for the past three years, even though the previously submitted BRAP application (one-year previous in this case) has already asked for three previous years? Wendy Abetz asked for guidance.

The Boxborough Housing Board (BHB) discussed the matter and concluded that the applicant has a point. Al Murphy moved that only the past year's tax returns be required on the Recertification Application. Delores Fromer seconded. The motion passed unanimously.

### III. New Business

- A. Input to the Planning Board on proposed projects

1. 244 Adams Place – The Planning Board is reviewing a proposal from the Gutierrez Company to use the Boxborough Regency property as a biomedical facility. No affordable housing is included in the proposed plan. The BHB may wish to comment.
2. 400 Beaver Brook – The Planning Board is reviewing a proposal from Campanelli Companies to convert the former Cisco campus into commercial buildings. No

affordable housing is included in the proposed plan. The BHB may wish to comment.

The BHB discussed these applications to the Planning Board. Neither the 244 Adams Place nor the 400 Beaver Brook developments involve affordable housing. Consequently, the BHB recognizes that any comments on the specifics of either application is outside our purview. The BHB decided that we therefore could not comment on same.

However, a lengthy discussion on more general issues ensued. The BHB has not been granted a space at the table in discussions with developers on the utilization of available land in Boxborough. A notable example is in fact the discussions regarding 400 Beaverbrook. While we appreciate that there is a practical need for confidentiality in such discussions, the BHB has not been among the “stakeholders” that have been invited to be advisors of the Town Administrator (TA). These TA Advisory Groups have been crafted to avoid the strictures of the Open-Meeting Law, seemingly in violation of at least the spirit of the Open-Meeting Law.

The BHB discussed ways in which to have more influence upon the development of land in Boxborough. Our initial thoughts were to ask the developers for a cash contribution to the Boxborough Affordable Housing Trust (BAHT) to compensate for the land lost to affordable-housing development. However, further discussion revealed a better way, analogous the currently required contribution for sidewalk construction. Specifically, the addition of a condition to the site approval that requires that a contribution be made to the BAHT seemed reasonable.

The BHB decided to respond to the requests for input on 244 Adams Place and 400 Beaverbrook by saying that we had no practical comments because affordable housing is not planned and neither development falls within our purview. However, the BHB also decided to attend the August 29 hearing on 400 Beaverbrook to express our view that a condition be added to contribute to the BAHT for the land lost and to notify the Planning Board of our intention.

#### B. Status on the Subsidized Housing Inventory

The BHB discussed a proposal from Jessi Robinson to pay for the dump stickers of any affordable-unit owners that need it. Currently, Boxborough has 266 affordable units, of which 248 are provided with refuse removal in their neighborhoods. Remaining are 19 units for which refuse removal is not provided: Boxborough Meadows (12 units), Summerfields (6 units), and Craftsman Village (1), 19 units in all.

Boxborough currently offers free dump stickers to resident who are 65 and older. If all 19 affordable units require an exemption from sticker costs, the Town will not collect \$2,850.00 in sticker revenue.

The BHB discussed the matter and viewed it favorably. Al Murphy moved to endorse this initiative and to support Jessi’s request to the Select Board for this change. Korinne Stephens seconded. The motion passed unanimously.

The situation with respect to the Subsidized Housing Inventory remains unchanged. Our affordable housing ratio remains at 12.9%, well above the mandated 10%. However, the denominator of the affordable housing ratio (the total number of housing units in

Boxborough) continues to be based on the 2010 Census. The relevant housing data from the 2020 census will not be available until May 2023.

**IV. Adjournment**

Al Murphy moved that the meeting be adjourned. Korinne Stephens seconded. The motion passed unanimously. The meeting adjourned at 9:25 pm

**V. Documents referenced:**

Draft minutes of the 14 July 2022 BHB meeting

E-mail dated August 11, 2022 from Wendy Abetz in reference to the BRAP tax return question

Application for development of 244 Adams Place

Application for development of 400 Beaverbrook

Proposal initiated by Jessi Robinson referencing waiver of transfer station sticker fee