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*State Representative:* Chaz Sexton-Diranian (2022)

*Chairman:* Laura E. Shifrin (2021)

*Clerk:* Natalie Call (2024)

*Vice Chairman:* Courtney Borelli (2023)

*Tenant Seat:* Vacancy (2024)

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### Meeting Minutes

Thursday September 17, 2020

Via ZOOM 7:00PM

**THIS IS AN OPEN MEETING AND ALL ARE INVITED TO ATTEND**

Join Zoom Meeting

<https://us02web.zoom.us/j/82077523808?pwd=MmJqeC9sb3RHQklCWitBTnI2OUxIQTO9>

Meeting ID: 820 7752 3808

Passcode: 033307

#### Preliminaries:

- 1.1 Meeting called to order at 7PM
- 1.2 Roll Call showed Chairman Laura Shifrin (LS), Vice-Chairman Courtney Borelli, (CB), State-Rep Chaz Sexton-Diranian (CSD, and Natalie Call (NC) present.
- 1.3 Announced the meeting is being recorded
- 1.4 Observed Pledge of Allegiance
- 1.5 Chairman's Additions/Deletions to Agenda unforeseen prior to 48 hours of this meeting-**Add 3.7 Tenant Vacancy 3.4a Trustees/Posting for Trustees and 3.8 Bank Account**
- 1.6 State Representative Report. CSD reported that there are 3 agencies he would like to contact for funding related to COVID for rental/mortgage assistance. Agencies will be tasked to review applications and determine eligibility. NC moved to allow CSD to contact/interview agencies and bring his recommendation back to the Board. CB seconded. Roll call vote unanimous.
- 1.7 Volunteer Videographer needed
2. Appointments 7:30PM:
  - 2.1 Paul Teixeira-Discussed the Housing Trust Fund and what it entails, general development process, trustees, and funding. Discussed the Townsend Woods/Atwood Acres project and the effort that went into that as well as the community involvement and local support. LS discussed the potential for the parcel on Dudley Road and that the feasibility study may be covered under the DLTA Grant.
  - 2.2 Sheila Harrington-unable to attend meeting
3. Work Session:



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- 3.1 HPP Discussion-CSD reported that the Housing Production Plan is an endeavor that requires a lot of time and information to update. CSD suggested hiring a consultant to update the HPP. Discussed CSD writing an email to the BOS to request hiring a consultant. CB will investigate potential facilitators.
- 3.2 Feasibility Study for Dudley Road -See above
- 3.3 DLTA Grant (43D)-see above
- 3.4 Status of THA Trust Fund-Reviewed the trust fund edits that Town Counsel added, which were minor and referred to the Town Charter. Also discussed posting for volunteers for the Board of Trustees.
- 3.5 Correspondence/Clerk's Announcements- Reviewed Mandatory referrals from the Planning Board for 12 Ball Road, 3 Wheeler Road and Rail Trail parking. No comments.
- 3.6 Approve meeting minutes: NC moved to approve meeting minutes from February 20, 2020 CSD seconded. Roll call vote unanimous. NC moved to approve August 13, 2020. CSD seconded. Roll call vote unanimous.
- 3.7 -LS has been in contact with Workers Credit Union with regards to a bank account opened in approximately 2007. LS suggested going through the meeting minutes from March 2007 to find out when the bank account was established.
- 3.8 Tenant vacancy- LS reported that she is still working on contacting residents and will post the vacancy at Turnpike Village and at the Council on Aging (Townsend Woods and Atwood Acres)

Next Meeting Date: October 1, 2020 at 7PM via ZOOM

NC moved to adjourn at 8:42PM. CB seconded. Roll call vote was unanimous.

Respectfully Submitted;