



Office of the
Townsend Housing Authority
272 Main St., Townsend, MA. 01469

RECEIVED
OCT 25 2017

TOWN OF TOWNSEND
TOWN CLERK 1:10pm

Chairman: Laura E Shifrin (2020)

General Member: Kevin Smith (2018)

Clerk, Susan Congdon (2019)

State Representative: Chaz Sexton-Diranian (2022)

Appointed Tenant Seat is vacant

AGENDA

5:00 p.m. Friday, October 27, 2017

Meeting Room 2 lower level Town Hall

THIS IS A OPEN MEETING AND ALL ARE INVITED TO ATTEND

I. Preliminaries:

- 1.1 Call to order
- 1.2 Roll Call
- 1.3 Announce Meeting is being recorded
- 1.4 Pledge of Allegiance
- 1.5 Additions/Deletions to agenda unforeseen
- 1.6 Approve Minutes of Monday, September 18, 2017-redrafted from input of the board and attached—Votes May Be Taken
- 1.7 Announce State Representative Chaz Sexton-Diranian was sworn in on 10-06-2017
- 1.8 Address Vacant Tenant Seat as mandated by the State and position posted per Town Clerk on 10-11-2017: Application received. Votes May Be Taken
- 1.9 Address OML violation issued by Cindy King—Read out loud
- 1.10 Read and Discuss Response (request for extension was denied see attached) to OML violation —Votes May Be Taken
- 1.11 Report from Kevin & Chaz regarding the 9/20/17 meeting w/ConCom

II. Appointments: None at this time

III. Work Session: No Work Session this evening

- 3.1 Next Meeting Date: November 13, 2017
- 3.2 Adjournment

CORRECTED Draft of Minutes for THA 9/18/2017 meeting attached

CC: Kathy Spofford, Town Clerk

Mission: "To promote, maintain and provide housing opportunities for income groups who could not otherwise afford to live here."



Office of the
Townsend Housing Authority
272 Main St., Townsend, MA. 01469

Chairman: Laura E Shifrin (2020)

General Member: Kevin Smith (2018)
Clerk, Susan Congdon (2019)
State Representative Nominee: Chaz Sexton-Diranian
Appointed Tenant Seat is vacant

DRAFT MINUTES: Monday, September 18, 2017

Location: Selectmen's Chambers, Town Hall, Main St., Townsend, MA. 01469

I. Preliminaries: Meeting was called to order at 7:01 p.m. by Chairman Laura E Shifrin

The meeting than began with the Pledge of Allegiance to our Flag and our Veterans in the audience were whole heartily thanked for their service. It was announced that the meeting was being taped and would be uploaded to U tube.

Chairman Shifrin announced that there would be a CHAPA letter had come in that day which the board would be address during their work session.

She also stated that Chaz Sexton-Diranian had been appointed by the State and we were just waiting for the hard copy letter.

Roll Call: Chaz Sexton-Diranian, Susan Congdon, Kevin Smith and Laura Shifrin. No Town Hall staff present.

A motion was made and seconded to approve the minutes Monday, August 21, 2017.

Chaz Sexton-Diranian gave a summary of the fact finding group gathering that was held on 9/14/2017 at the VFW. Keith Jackson has stated that the VFW offered the room for any gatherings that will enhance the benefits of Veterans. These gatherings are open to the public.

Chairman Shifrin announced that Chaz and Kevin would be meeting with Conservation Commission on Wednesday, Sept 20th regarding swapping some wetlands that are adjacent to the subject parcel. They will report back at the 10/23/2017 meeting.

There was a brief break to the meeting as we waited for State Representative Harrington
A Presentation was made by Laura Shufelt, Assistant Director of Community Assistance at MHP Massachusetts Housing Partnership. Carsten Snow-Elkelberg, Program Coordinator was also in attendance. Discussion ensued regarding, Needs assessment, Outreach event was discussed—surveys to be done first and grants needed (financial feasibility). RFP s to come later.

Our area now to include, Ayer, Shirley, Townsend, Pepperell and Ashby.

The next meeting will be held in Selectmen's Chambers on Monday, October 23, 2017 at 7:00 p.m.

Taped session adjourned at 8:30

The Board discussed presentation by MHP and decided that we are not ready to sign any contracts at this point. Chairman to send email to MHP and thank them for their presentation.

The board addressed the CHAPA letter that will be responded to by Susan our Clerk.

Motion made and seconded to adjourn at 8:45 p.m.



OPEN MEETING LAW COMPLAINT FORM

Office of the Attorney General
One Ashburton Place
Boston, MA 02108

Please note that all fields are required unless otherwise noted.

Your Contact Information:

First Name: Cindy Last Name: King

Address: 1 W Elm St

City: West Townsend State: MA Zip Code: 01474

Phone Number: +1 (978) 503-7456 Ext. _____

Email: ckingmsw@gmail.com

Organization or Media Affiliation (if any): _____

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?

(For statistical purposes only)

Individual Organization Media

Public Body that is the subject of this complaint:

City/Town County Regional/District State

Name of Public Body (including city/
town, county or region, if applicable): Townsend Housing Authority

Specific person(s), if any, you allege
committed the violation: _____

Date of alleged violation: Sep 14, 2017

Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

I reviewed th OML 9/25/17 and discovered that the actions below may constitute a violation.
IAW MGL CH 30A S18 Definitions - "Public body", a multiple-member board, commission, committee or subcommittee within the executive or legislative branch or within any county, district, city, region or town, however created, elected, appointed or otherwise constituted, established to serve a public purpose; provided, however, that the governing board of a local housing, redevelopment or other similar authority shall be deemed a local public body; provided, further, that the governing board or body of any other authority established by the general court to serve a public purpose in the commonwealth or any part thereof shall be deemed a state public body; provided, further, that "public body" shall not include the general court or the committees or recess commissions thereof, bodies of the judicial branch or bodies appointed by a constitutional officer solely for the purpose of advising a constitutional officer and shall not include the board of bank incorporation or the policyholders protective board; and provided further, that a subcommittee shall include any multiple-member body created to advise or make recommendations to a public body.
A subcommittee was established at the Housing Authority meeting on 8/21/17 during which I was in attendance. The subcommittee was referred to by the Housing Authority as a subcommittee, focus group, task force etc. This is noted in the Youtube video posted by the Housing Authority as well as in the minutes of the meeting as a group identified "to make recommendations for outreach and report at our next meeting". The group met and did make a report at the next meeting of the Housing Authority on 9/18/17. This subcommittee meeting was not posted. Emails have been shared between possible members of the subcommittee indicating that a meeting was held and another is scheduled. During the meeting of 8/21/17, I asked if appointments needed to be made but was told by the Chair, Laura Shifrin, that this group was "just a Task Force or Subcommittee ... to report back" - YouTube 1:27.10.
The definition was further discussed at the Housing Authority meeting on 9/18/17, also on YouTube, to call the group a focus group and not a subcommittee or task force but the function or mission remains the same. Votes of the group were reported.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

I request that the Housing Authority properly appoint members to the subcommittee or task force or focus group as required. I request that meetings of this group are posted and minutes are kept as required. I request that this occur prior to the next scheduled but unposted meeting of 9/28/17, 7PM at the Townsend VFW or that this subcommittee be dissolved and that all business be conducted during regular meetings of the Housing Committee.

Review, sign, and submit your complaint

I. Disclosure of Your Complaint.

Public Record. Under most circumstances, your complaint, and any documents submitted with your complaint, is considered a public record and will be available to any member of the public upon request.

Publication to Website. As part of the Open Data Initiative, the AGO will publish to its website certain information regarding your complaint, including your name and the name of the public body. The AGO will not publish your contact information.

II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

III. Submit Your Complaint to the Public Body.

The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to openmeeting@state.ma.us.

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: 

Date: 9/25/17
For Use By Public Body For Use By AGO
Date Received by Public Body: Date Received by AGO:



Laura Shifrin <laurie8884@gmail.com>

OML Complaint of 9/25/2017

Rush, Hanne (AGO) <hanne.rush@state.ma.us>
To: "Laura Shifrin; TownsendCenterRealty.com" <laurie@townsendcenterrealty.com>

Tue, Oct 24, 2017 at 11:51 AM

Ms. Shifrin,

I passed along your request to our Director, Jonathan Sclarsic. Because the extension request is being made outside of the 14 business day window, we will not grant an extension. That being said, our office would welcome the Board's response as soon as it is able to send it.

Regards,

Hanne Rush

Assistant Attorney General

Division of Open Government

Office of Attorney General Maura Healey

One Ashburton Place, Boston, MA 02108

Tel. (617) 963-2820

From: laurie8884@gmail.com [mailto:laurie8884@gmail.com] **On Behalf Of** Laura Shifrin;
TownsendCenterRealty.com
Sent: Tuesday, October 24, 2017 11:03 AM
To: Rush, Hanne (AGO) <Hanne.Rush@MassMail.State.MA.US>
Cc: Cindy King <ckingmsw@gmail.com>
Subject: OML Complaint of 9/25/2017

Per our conversation of this morning regarding our request for an extension to answer this complaint. I have attached the complaint as you asked.

[Quoted text hidden]