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*Chairman, State Representative:* Chaz Sexton-Diranian (2022)      *Vice Chairman:* Laura E. Shifrin (2021)  
*Clerk:* Natalie Call (2024)      *General Member:* Courtney Borelli (2020)      *Tenant Seat:* Vacancy (2020)

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MEETING MINUTES  
Thursday November 14, 2019  
Town Hall, Selectman Chambers 7:00PM  
**THIS IS AN OPEN MEETING AND ALL ARE INVITED TO ATTEND**

1. Preliminaries:

- 1.1 Meeting called to order at 7:01PM
- 1.2 Roll Call showed Chairman, Chaz Sexton-Diranian (CSD), Clerk Natalie Call (NC) and Member Courtney Borelli (CB) present. Vice-Chairman Laura Shifrin was absent with notice
- 1.3 Announced the meeting is being recorded
- 1.4 Observed the Pledge of Allegiance
- 1.5 Chairman's Additions/Deletions to Agenda unforeseen prior to 48 hours of this meeting: None
- 1.6 Vice Chair Report : None
- 1.7 State Representative Report : Report on hold until Land Use Coordinator can be present
- 1.8 Volunteer Videographer needed

2. Appointments:

- 2.1 State Representative Sheila Harrington – Discussion of Dudley Road Project-on hold until State Rep Sheila Harrington (SH) arrives.

3. Work Session:

- 3.1 THA Information Handling. CSD explained that there is information that comes in to town hall that have not gotten to the Chair. CSD believes that anything that has to do with the Housing Authority should be given to the Townsend Housing Authority (THA). CSD said that there has been a lack of information and lack of responses from some Town Departments/Officials and Boards. CSD suggested going in front of the Board of Selectmen to discuss and attempt to resolve these issues. Housing Authority member are in full agreement. Will continue discussion next meeting.



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- 3.2 Formal Letter to State Representative Harrington. CSD read letter to SH requesting assistance and guidance to increase affordable housing in Townsend, as well as outlining demographic needs. NC moved to accept the letter to State Representative Sheila Harrington. CB seconded. Unanimous.
- 3.3 2019 Housing Forum – Review/Discussion of Draft Report. NC moved to accept the Public Housing Forum Report from MRPC (Montachusets Regional Planning Commission). CB seconded. Unanimous.
- 3.3.1 Submit Final Report to Master Plan Committee. Discussed submitting final report as accepted above to Master Plan Committee. Will discuss further with Land Use Coordinator.
  - 3.3.2 MRPC Follow-up and Thank you letter. CSD asked NC to take lead on sending MRPC a thank you letter from the THA.
- 3.4 Feasibility Study for Dudley Road. CSD feels strongly that a feasibility study on the Dudley Road property should move forward. Town already voted to approve study; have been advised to wait until Town Meeting approves submitted article to take land out of the trust. CB asked if test pits would be necessary, CSD said that test pits would not be necessary and this land has already been scoped out. NC believes feasibility study should move forward as well. CB asked if there would potentially be an issue getting the land out of the trust, CSD said no and explained how Atwood Acres and Townsend Woods moved forward with the management company. State Rep Sheila Harrington (SH) arrives at 7:42PM. CSD brought SH up to speed with current discussion. SH asked if taking the land out of the trust would have any other implications. CSD said that the THA is also going to put an article forward at Town meeting to start a Housing Trust. SH reviewed warrant article; SH agreed feasibility study could get started. SH will contact the Attorney General's office for further clarification and will review the wording in the Town Meeting warrant article to set up the Housing Authority Trust. NC moved to instruct the Land Use Coordinator to move forward on the feasibility study on Dudley Road. CS seconded. Unanimous.

### 3.5 STM Article Discussion-



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- 3.5.1 Affordable Housing Trust Fund. Reviewed wording for draft of setting up the Affordable Housing Trust Fund STM warrant article. NC moved to accept article for STM. CB seconded. Unanimous.
- 3.5.2 Land Trust Article –on hold.
- 3.5.3 Other Issues for STM. No date set for Special Town Meeting at this point.

3.6 Outstanding Tenant Position. CSD reviewed housing inventory listings. CSD asked NC if she could post the vacancy at these locations. CB also mentioned putting the posting at the Council on Aging.

- 3.6.1 Properties on Affordable Housing list. NC will review list and put together letter requesting volunteers for tenant position at properties.
- 3.6.2 Formal Letter asking for volunteers. See above.

3.5 Correspondence/Clerk’s Announcements:

- Reviewed notice of decisions from Zoning
- Reviewed lottery flyer from MCO
- Reviewed budget

3.7 Approve meeting minutes: NC moved to approve meeting minutes from September 12, 2019 and October 3, 2019. CB seconded. Unanimous.

Next Meeting Date will be Thursday December 12, 2019 at 7PM.

Adjournments. NC moved to adjourn at 8:35PM. CB seconded. Unanimous.

Respectfully Submitted;

Chaz Sexton-Diranian, Chairman