



Town of West Boylston
140 Worcester Street
West Boylston, MA 01583

The Affordable Housing Trust Meeting Minutes January 31, 2023

MEMBERS PRESENT : Robert J. Barrell, Chris Berglund, Marcia Cairns, Marc Frieden, Anna Mary Kraemer, Patricia Halpin and Chris Rucho

ALSO PRESENT: Mr. and Mrs. Chung and Samantha Cappia

The zoom meeting opened at 6:06 :PM

Chairperson called a roll call to which members answer present.

The Chairperson, Ms. Halpin, requested a motion to approve the December 8, 2023 meeting minutes. Ms. Kraemer moved to approve the December 8, 2023 minutes . This motion was seconded by Ms. Cairns and approved by all Trust members. Mr. Berglund abstained as he was not a Trust member at that time.

Ms. Halpin requested a motion to approve the minutes of the December 21, 2023 meeting. Ms. Kraemer motioned to approve the meeting minutes of the December 21, 2023 meeting. Ms. Cairns seconded the motion which was approved by all.

Mr William Scanlan's updated report concluded that in accordance to the Department of Housing and Community Development the Town failed to be considered a community exempt from 40B general land area minimum requirements. The DHCD guidelines have been amended with regard to the 1.5 percent of the land unavailable for development. The Trust members believe that this change in guidelines was unfairly amended. The guidelines are not regulations or law. The Trust questions the authority of the DHCD to amend the guidelines. The Town land area is largely control by state agencies. Would it be useful for Town to join with other towns that may be opposed to the guidelines? There may be legislation pending to repeal these guidelines. The Trust may also consider contacting the Town's state and senate representatives with the assistance of the town administrator to alert them of the changes in the guidelines. It was agreed to accept Mr. Scanlan's report and post it on the web site.

A responsibility of the Trust is to preserve the affordable housing stock. In order to complete this task it is necessary to build the Town's capacity by contracting with a vendor experienced with monitoring affordable housing programs. This work would also include annual review of the affordable housing stock and required state reporting. Mr. Berglund moved and seconded by Mr. Rucho to enter into a contract with LDS dated July 13, 2022 for Task1 at \$4000.00 and Task2 for \$1800.00 to be executed by the Town Administrator. This motion was approved unanimously.

Ms. Halpin advised the Trust that the Housing Production Plan must be updated every 5 years. The last plan is dated 2019. A search for a contractor should be initiated.

Ms. Halpin has forwarded the Annual Report for July 1, 2021 to June 30, 2022 due March 1 for review. The report was accepted without objection.

A third signer is needed to execute payments for the Trust. Ms. Cairns volunteered. Ms. Kraemer moved and seconded by Mr. Rucho that Ms. Cairns be a signer for the Trust . This was approved by all.

Mr. Barrell moved to adjourn the meeting at 6:50 p.m. This motion was seconded by Mr .Frieden and approved by all.

Respectfully submitted:

