



Town of West Boylston

140 Worcester Street, West Boylston, Massachusetts 01583

Subcommittee of the Affordable Housing Trust Meeting Minutes December 4, 2023

MEMBERS PRESENT : Robert J. Barrell, Marc Frieden, Chris Berglund

ALSO PRESENT: N/A

The meeting opened at 6:00PM

This subcommittee opened discussion about assembling a draft RFP for the Housing Production Plan update. Challenges of the coordination of efficiently monitoring all of the various factors of the Housing Production Plan mentioned. In addition to the RFP Templates provided by the Town Administrator at the last AHT meeting (Reading, Grafton Arlington, Hanson) Bob Barrell also introduced templates from Hanson and Martha's Vineyard.

Discussion ensued about implementing specific strategic zoning strategies (accessory apartments, cluster zoning, developer incentives) into the RFP, but the group decided it would be best to have the selected vendor provide some guidance in these matters.

Chris Berglund would attempt to assemble a draft RFP from the examples provided and circulate to the subcommittee. If necessary, another meeting of the subcommittee could be called at that time. Otherwise, the draft RFP could be presented to the Affordable Housing Trust their input and direction.

There being no further business, the meeting adjourned at 6:40 p.m.

Respectfully submitted:

Chris Berglund, Secretary of the Meeting