

**AGENDA**  
**BOXBOROUGH HOUSING BOARD**  
**Thursday, 13 November 2014**  
**BOXBOROUGH TOWN HALL**  
**7:30 PM**

**RECEIVED**  
**NOV 07 2014**  
**2:30 PM**  
**TOWN CLERK**  
**TOWN OF BOXBOROUGH**

**Meeting Secretary:** To be decided

**Invited Attendees:** Adam Duchesneau, Town Planner; Nathan Robinson, Regional Housing Services

**I. Information Items**

- A. Current status of the RFP for Stow Road Development
- B. Report on the Master Plan Update Committee meeting

A Public Kickoff and Visioning Forum will be held on Wednesday,  
November 19, 2014, 7:00 PM, in the Grange Meeting Room

- C. Report on the Affordable Housing Trust meeting

**II. Minutes**

- A. Minutes from the 24 July 2014 BHB Meeting
- B. Minutes from the 9 October 2014 BHB Meeting

**III. Old Business**

- A. Review of the draft for the Housing Production Plan (HPP)  
Adam has sent Word and PDF copies of the latest HPP draft to Housing Board members. I will be glad to send an appropriate copy to anyone else who receives this agenda. In any case, I hope that BHB members (and anyone else) will take a look at the HPP draft. If you have comments, changes, or criticisms, it would be most helpful if you could send them to me before the meeting next Thursday. I will compile a list so that we can have an efficient discussion on the draft at the meeting.

**IV. New Business**

- A. BHB Monitoring activities  
Part of Nathan's job is to assist us in the monitoring of affordable units, namely the Condo Exchange Program units, the Boxborough Meadows units, and the Summerfields units. We will discuss how this is best done.
- B. Housing Board's representative on Community Preservation Act (CPA).  
Now that the CPA is fully ratified, we need to appoint a Housing Board representative to this committee. Absent any volunteers, I will do this, but I do not wish to hog all the glory. Please consider volunteering so that you can have a role in this important Town function.

**V. Adjourn BHB Meeting (9:30 pm or sooner)**