

BOXBOROUGH HOUSING BOARD MINUTES
March 13, 2013

Housing Board Members Present: Al Murphy, Chair; Joan Meyer; Diane Friedman; Ron Vogel
Others Present: Elizabeth Hughes, Town Planner; Colleen Whitcomb, secretary

I. Information Items

- A. Letters have been sent to owners of 112 Summer Road and 146 Swanson Road, unit 403 informing them of the Housing Board's approval for refinancing.

II. Minutes

- A. The minutes of the February 13, 2013 meeting were approved on a motion by Ron, seconded by Diane with all voting in favor.

III. Old Business

- A. The owner of 318 Codman Hill Rd, unit 1E has executed a Purchase and Sale agreement. Joan made a motion to issue a Certificate of Compliance. Ron seconded the motion and all voted in favor.

IV. New Business

- A. Planned Production Plan – This may be done by a consultant if the Housing Board goes forward with joining a Municipal Housing Services Administration Program currently under consideration by several nearby communities. The town of Hudson is taking the lead on coordinating the program and has asked for a commitment by March 27. Elizabeth will contact Hudson and explain that 2 weeks is not enough time for the Board to make a decision.
Al wants to review the PPP to see how much it needs to be changed.
- B. Refinance request for 49 Loring Ave - The Board revised their previous approval for a refinance. Approval for a loan amount of \$105,000 was approved on a motion by Ron, seconded by Diane with all voting in favor.

The meeting was adjourned at 8:30 p.m.
Respectfully submitted by Colleen Whitcomb

Approved: _____ Date: _____