

**BOXBOROUGH HOUSING BOARD MINUTES**

**May 8, 2013**

Housing Board Members Present: Al Murphy, Chair; Joan Meyer; Diane Friedman; Jeff Handler  
Others Present: Elizabeth Hughes, Town Planner; Colleen Whitcomb, secretary; Bob Ludovico

I. Information Items

- A. The Stow Road Concept Development Committee has received 6 bids in response to the search for a Housing Consultant.

II. Minutes

- A. The minutes of March 13, 2013 were approved on a motion by Joan, seconded by Jeff with all voting in favor

III. New Business

- A. 28 Joyce Lane Home Equity Loan – The tax collector informed the board that the Home Equity Line of Credit for \$100,000 was recorded at the registry. The owner did not request authorization for this but had received authorization last year for a \$12,000 Home Equity Loan. Elizabeth will calculate the maximum resale price for the property and determine whether or not the total outstanding debt exceeds the Refinance Policy limit, and if so, notify the bank.
- B. The Board reviewed a draft letter to be sent to the Board of Selectmen recommending that Boxborough support the town of Norton’s proposal to the State to change the way of determining the number of affordable units are counted toward a communities’ Subsidized Housing Inventory. A few minor changes were suggested by Elizabeth and approved. Joan made a motion to send the letter to the Board of Selectmen. Jeff seconded the motion with all voting in favor.
- C. No further contact from owner of 28 Joyce regarding possible refinance.

IV. Old Business

- A. Housing Production Plan (HPP) There was some discussion about how to go about updating the HPP. The Housing Needs Assessment (part of HPP) has already been done. If Boxborough joins the Regional Housing Services, updating the plan may be one of the tasks requested by the BHB.
- B. Regional Housing Services - The board discussed how to go about joining. There was discussion about joining for one year to have the HPP done. The Affordable Housing Trust would have to authorize spending the money and then the Housing Trust could recommend to the Board of Selectmen that we join. Jeff made a motion to authorize Al to present the information to the Affordable Housing Trust and then contact the Board of Selectmen if the AHT agrees to fund the membership. Joan seconded the motion with all voting in favor.

The meeting was adjourned at 8:15 p.m.  
Respectfully submitted by Colleen Whitcomb

Approved: \_\_\_\_\_ Date: \_\_\_\_\_