

**Boxborough Housing Board**  
Thursday, September 8, 2016  
Sargent Memorial Library Meeting Room, 427 Massachusetts Avenue

**Housing Board Members Present:** Al Murphy, Chair, Michael Fetterman, Diane Friedman

**Invited Attendees:** Adam Duchesneau, Town Planner

The meeting was called to order at 7:35 PM.

**I. Minutes**

Minutes for the June 9, 2016 BHB Meeting were presented and approved.

**II. Old Business**

**A. CPA Rental-Voucher Program**

22 applications for the program were received. About one-half of the applications were incomplete, but five applicants have already been selected to receive rental assistance vouchers. Two more applications await the completion of paperwork. An October 1, 2016 start date for assistance is expected. There will be no unit inspections, and a form will be sent to each landlord asking if payment will be accepted and if the units meet safety inspection standards. Michael inquired why a respondent with only 7 points (a very low score) would potentially receive rental assistance. Al responded by indicating that no minimum threshold for points was required to receive assistance. A number of the applications were disqualified because no Boxborough rental apartment was identified. An increase in the Community Preservation Act funding for the program will be requested for next year, perhaps by as much as 50% more funding.

**B. 232 Swanson Road**

This is Jaime Esteves' unit (#628) from the Condo Exchange Program. The resale marketing of this unit as an affordable dwelling for the required 120 day period is now on-going. Metro West Collaborative Development is advising and providing assistance to Mr. Esteves and his realtor on this matter.

**C. 405 Middle Road**

Adam stated he was currently working on setting up a contract with an engineering firm to conduct the soil-absorption testing at the property. A draft contract with David E. Ross Associates, Inc. has been submitted and is being reviewed by the Town.

**III. New Business**

**A. Regional Housing Services**

There was discussion regarding whether or not the Housing Board desired to remain a part of the Regional Housing Services Agreement for the next calendar year. Adam appreciated the help Metro West Collaborative Development had provided with the on-going sale process for 232 Swanson Road, as well as other items with which they had assisted. Al mentioned the Towns of Bolton, Hudson, and Littleton appear to be using the services minimally.

**B. Zoning**

It was noted that developer Roger Kanniard was interested in some potential Zoning Bylaw amendments regarding over 55 and other types of housing units. Mr. Kanniard is seeking greater

unit density for projects where older buyers and people seeking mid-range/starter home housing would potentially be interested. Mid-range/starter home housing is also an interest of AI. Adam stated the Zoning Bylaw would need to be amended because the current Special Permit process does not allow multiple, free-standing, over 55 housing units to be constructed on the same property. Adam also indicated the Planning Board has agreed to discuss this matter further and to consider it as a possible Zoning Bylaw amendment at the May 2017 Annual Town Meeting. When the Planning Board discusses the topic further, Michael stated he would be willing to attend the meeting with AI to participate in the discussion.

**C. Vorce Property**

After a brief discussion, the Housing Board indicated they had no interest in property. AI made a motion to recommend to the Board of Selectmen that they not exercise the Town's right of first refusal on the property. Michael seconded the motion. The motion passed with all members voting in favor.

**D. October Meeting, Thursday, October 13, 2016**

AI is out of town but Michael would prefer to have the meeting. The meeting will be held if a quorum can be achieved and there is a possibility AI could Skype into the meeting if needed.

**IV. Adjournment**

The meeting was adjourned at 8:55 PM.

Respectfully submitted by Diane Friedman.