



Office of the
Townsend Housing Authority
272 Main Street., Townsend, MA 01469
housing@townsend.ma.us

RECEIVED
JAN 29 2024
TOWN OF TOWNSEND
TOWN CLERK

State Representative: Chaz Sexton-Diranian (2027)

Clerk: Jack Moran (2024)

Vice Chairman: Courtney Borelli (2024)

Chairman: Natalie Call (2024)

Tenant Seat: Vacant

MINUTES

December 7, 2023, 6PM

Selectboard Chambers

272 Main Street Townsend, MA 01469

VIA

Zoom

Topic: Housing Authority

Time: Dec 7, 2023 06:00 PM Eastern Time (US and Canada)

Selectboard Chambers

Join Zoom Meeting

<https://us02web.zoom.us/j/86395868748?pwd=cWhMaINOdms1NWFUdWVxTDJpYjZKZz09>

Meeting ID: 863 9586 8748

Passcode: 949473

One tap mobile

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THIS IS AN OPEN MEETING AND ALL ARE INVITED TO ATTEND

1. Call to Order: NC called the meeting to order at approximately 6:00pm.
 - 1.1 Roll Call: NC, CB and JM present. CSD not present.
 - 1.2 Announce the meeting is being recorded
 - 1.3 Pledge of Allegiance
 - 1.4 Chairman's Additions/Deletions to Agenda unforeseen prior to 48 hours of this meeting
 - CB added annual report.
2. Work Session
 - 2.1 Town notice 13 Coppersmith Way. CB noted THA does not have money to purchase the property so we can let them know that we will not be purchasing the property. We should try to help them advertise to find a buyer so that it does not get rolled over. JM noted he may have some contacts to help with maintaining affordable housing inventory. JM to research ideas on how to market it. The Mass 40B rule, is requiring

Mission: "To promote, maintain and provide housing opportunities for income groups who could not otherwise afford to live here."



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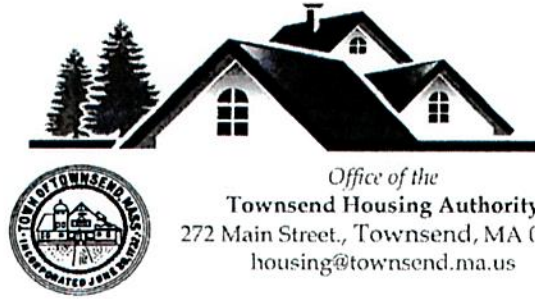
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that it be kept as a designated affordable unit, so that they are at or below income threshold. The term of sale would need the deed restriction to be leased or sold within those terms. There is 120 days until it turns over to market rate. CB made a motion for JM to contact Marissa Crossen' and not intending to purchase directly but we are interested in marketing assistance to maintain affordable housing status. NC seconded, and roll call vote unanimously.

- 2.2 NAHRO invoice(NC.) We would be paying 2023 and 2024, it looked like we did not pay this last year. There is money in the budget to pay it. CB moved to pay the NAHRO invoice for this and next year, and NC will contact. JM seconded. Roll call vote unanimous.

3.

- 3.1 CPA: Start an adoption plan, ask for help from CPA Coalition, shared case studies from trustees, discuss if this link should be circulated.
(https://www.communitypreservation.org/sites/g/files/vyhlif4646/t/uploads/ttor_cpa_compressed.pdf)(JM.) JM shared his impression is that at the last session there is a fantastic opportunity with CPA. He is unclear who is running with it. CB is confused as well. They would like to ask Allison who is working on it, as they are unclear as who is driving it. JM would offer to help. CB noted misinformation associated with CPA, and it may be helpful to share monthly updates to reinforce information.
- 3.2 Discuss if THA should order a copy of The Handbook for Commissioners.(JM)
<https://my.nahro.org/Shop/Product-Catalog/Product-Details?productid={C102B66C-EEEF-EB11-BACB-000D3A34292D}>. NC to ask if NAHRO membership will have access to online handbook.
- 3.3 Mass Housing Planning Grant, as discussed in joint meeting and this link.
<https://masshousing.com/en/programs-outreach/planning-programs/planning-housing-production>. JM took a quick look at grant, he had learned about the same grant Allison brought up, through a different channel. It sounded like the Trust is interested in a feasibility study. JM noted this grant describes what we are setting out to do with housing. We can prepare for the joint meeting on the 4th by reading up and fully understanding grant options.
- 3.4 CDBG grant discussion to determine if in agreement with applying and if application should relate to feasibility. CDBG includes a large administrative component. There is



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a concern with hours needed. We can compare award with administrative hours to better understand.

Annual Report(added). CB will work on this.

Discussion on main priority of THA. The biggest is to keep and/or add to affordable housing inventory in town. We are aiming to get and maintain affordable housing as we are currently under 10%.

3.5 Correspondence/Clerk's Announcements. None

3.6 Approve meeting minutes 11-9-23. JM motioned to approve the 11-9-23 minutes, CB seconded. Roll call vote unanimous.

Next Meeting Date: Next Meeting Date: Confirm January 4, 2024 join meeting at 7pm, and next THA meeting as 11th or 18th depending on CSD availability.

CB motioned to adjourn at approximately 6:50 pm, JM seconded. Roll call vote unanimous.

