



Town of West Boylston  
140 Worcester Street  
West Boylston, MA 01583  
December 19, 2023

Affordable Housing Trust

**Members Present:** Robert J. Barrell, Chris Berglund, Marcia Cairns, Marc Frieden, Anna Mary Kraemer, and Patrica Halpin

**Also Present:** David Femia, and Jennifer Warren-Dyment

The zoom meeting opened at 6:01 PM

The Chairperson called a roll call with all members answering present.

The minutes of the November 28, 2023 monthly meeting and the December 4, 2023 sub-committee minutes were approved on a motion by Ms. Cairns and seconded by Ms. Kraemer. Upon roll call approved by all.

The Chairperson requested an update from each of the Boards represented. Ms. Warren-Dyment, the town administrator, advised the Trust that the building commissioner resigned and the Town is exploring the possibility of four unnamed towns entering an agreement to hire a shared full time building commissioner and a shared full time inspector. This arrangement would benefit all towns like the present agreement that the Board of Health has with Worcester.

Mr. Berglund has reviewed several RFPs for housing production plans. He is in the process of drafting an RFP suitable for the Town of West Boylston. A number of questions were raised especially the approval process of the housing production plan and what issues the plan should address. The plan requires the approval of the BOS, not necessarily the Planning Board. The issues that may also be addressed are a proactive strategy to produce affordable 40B housing, the impact on development on the tax levy and to identify barriers to affordable housing development.

Ms. Kraemer is collating the responses of Trust from the SWOT questionnaire and shall present the findings at a future meeting.

The next meeting is scheduled for January 23, 2024.

Mr. Berglund moved to adjourn the meeting at 7: 15. This motion was seconded by Mr. Frieden and on roll call all members answered in the affirmative

Respectfully submitted

Robert Barrell