

**STURBRIDGE HOUSING PARTNERSHIP**

**WEDNESDAY, SEPTEMBER 19, 2018  
TOWN HALL CONFERENCE ROOM**

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TOWN OF STURBRIDGE, MA

Mr. Neal called the regular meeting of the Housing Partnership to order at 6:04 PM.

**Present:** Ed Neal, Chairman  
Margaret Darling  
Danielle LaRiviere  
Matt Maselli

**Also Present:** Jean Bubon, AICP, Town Planner  
Trish Settles, AICP, CMRPC  
Emily Glaubitz, CMRPC

Mr. Neal opened the meeting, read the agenda, and stated that it was with great regret that he must announce that Sue Grandone has resigned from her position on the Partnership due to personal reasons. Mr. Neal stated that her resignation was a very big loss to the Committee. Ms. LaRiviere made a motion to accept her resignation with regret. This was seconded by Ms. Darling and voted 4-0.

**Trish Settles and Emily Glaubitz, CMRPC**

The Town Planner invited Ms. Settles and Ms. Glaubitz to attend the meeting to explain to the partnership what CMRPC does as an organization and to explain what they could offer in terms of services to the Partnership.

Ms. Settles gave a general overview explaining that CMRPC was one of the Regional Planning Agencies (RPA) in the state and that it served the City of Worcester and 39 other communities. She described the RPA structure and discussed the roles of the various departments within the organization including Transportation and the Regional Collaboration and Community Planning Division.

Ms. Settles indicated that her department, Regional Collaboration and Community Planning provides services to Planning Boards, prepares Master Plans and Housing Plans, can assist with procurement, grant writing and administration, bylaw initiatives and other tasks. She also provided an overview of the data and other resources the agency has available for the member communities. She also described some of the programs and resources available.

Ms. Settles described Housing Production Plans to the group. She indicated that this is a 5-year plan that identifies housing needs of the community and establishes goals to meet those needs over a period of time. She also provided a very broad overview of the Housing Choice Program, creation of a Housing Trust and some of the Mass Housing Partnership Programs and indicated that there were many programs available in the "Housing Toolbox".

Ms. Glaubitz discussed the process she was working on with the Town of Sutton at this time to develop a housing strategy and to try to educate the residents so that they become more comfortable with the idea of affordable housing. Ms. LaRiviere stated that she believed it was about changing the conversation and getting people to accept the term "Workforce Housing".

Mr. Neal thanked Ms. Settles and Ms. Glaubitz for their time. It was agreed that they would prepare a Scope of Services for the development of a Housing Production Plan for the meeting of October 17<sup>th</sup>.

### **Old Business/New Business**

Mr. Maselli stated that he had contacted the Attorney General's office and had found that this meeting was not legal, as it was not properly posted. Both Mr. Neal and Ms. Bubon confirmed that it had been properly posted. Mr. Maselli distributed his overview of the Open Meeting Law to the members.

Mr. Neal stated that he had been approached by the Outreach Coordinator at the Senior Center regarding some housing improvement needs that an 80-year-old resident has at this time. He would like to include information in the Senior Center Newsletter that invites senior citizens to apply for assistance. Leslie Wong would be the contact person. Ms. LaRiviere stated that she believed strongly that we should not move in this direction without the benefit of a plan. There is much to consider regarding implementing such a program and some of the services discussed are provided by other agencies. The group agreed that the first step should be development of a Housing Plan.

Mr. Neal stated that he is working on the Mission Statement and would like to add that to the agenda for review at the next meeting.

Mr. Maselli wanted his summary of the Open Meeting Law entered into the record. The group felt that it should not be since the Law is what governs.

Mr. Maselli made a motion to have CMRPC prepare a Scope of Services for a Housing Production Plan. Ms. LaRiviere seconded the motion. A vote was taken and passed 4-0.

Mr. Maselli wanted to know what the members should be doing in between meetings. Mr. Neal indicated that if a member were assigned a task, it would do that work and report at the next meeting. Mr. Maselli indicated that he wanted to make progress and be productive and if the committee cannot do that, he did not want to be involved.

Ms. LaRiviere stated that progress does not happen overnight. Mr. Neal agreed stating that the plan must be completed first. Ms. LaRiviere stated that she thought tremendous progress was made this evening. Everyone did agree with that.

On a motion by Ms. LaRiviere, seconded by Ms. Darling and voted 4-0, the meeting adjourned at 8:09 PM

*Approved* 11-28-18  
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*[Signature]*