

**Housing Production Plan Sub-Committee
Meeting Minutes
Tuesday, March 16, 2021**

Members Present: Seth Ridinger, Bill Filsinger, Chris Miczick, Elaine Jones, Homaira Naseem, Emily Glaubitz CMRPC, Ron Barron CMRPC

Members Absent: Kristy Mendoza

The meeting was called to order at 6:32p.m. Minutes from the previous meeting were unanimously approved.

Test Run / Review / Discussion of Open Forum Format

The open forum is scheduled for Thursday, April 8th at 6:30.

Committee decided to do a practice run scheduled for March 30 at 6:30....so facilitators know what the workshop will look like including questions and map.

Seth will introduce committee members

Emily will give a 25 min presentation to give background, what has been accomplished, explanation of 40B, data, survey results.

CMRPC member will randomly place 8-10 people in breakout groups, take notes and be in charge of any tech.

Participants will be asked to pre register and then sent the zoom link. They will also be sent a short survey....the results will be the focus of the small group discussions.

On the day of the workshop, the zoom link will also be posted on the master plan page and the town webpage for anyone who has not previously registered.

Workshop Activity: 45 -60 minute discussion of the results of the short survey to get people's feedback. The goal is to get public input on what kind of affordable housing would be supported and where in town it should be located. Then whole group 10 min debrief.

Emily will do a guide with info for facilitators.

There was a discussion of how to choose desirable areas for development and where town land is located. The state likes to see the use of town owned parcels because it is under town control.

CMRPC will put together a map of town with highlighted areas for discussion at the next meeting.

Emily presented brief overview of the data collection. She will add it to the drop box and send out a pdf to members. The data will be incorporated into the comprehensive assessment of the final report.

We will begin outreach for the forum two weeks prior....March 25th thru April 8. Ron will put the registration link on boylstonmasteplan.com and the town website page. Committee members will use the same promotion methods used for the survey.

The next meeting is scheduled for March 30, 2021 at 6:30

Meeting adjourned at 8:14pm.

Respectfully submitted by Elaine Jones, clerk.