



**Concord Housing  
Development Corporation**  
CHDC Meeting Minutes  
Wednesday February 8, 2023, 8am  
**Virtual Meeting held via ZOOM**

Board Members present: Doug Bacon, Dan Drazen, Peter Lowitt, Julie McClure, Lee Smith  
Other: Liz Rust (RHSO), Henry Dane, Linda Escobedo (SB Liaison), Todd Benjamin, Rick Eifler (CHA), Clare Gordon (LWV), Ingrid Detweiler (LWV), Ray Andrews (Fin Com), Stephan Bader (CHA, LWV)

Meeting called to order at 8:04am by Roll Call Vote: Mr. Bacon – Aye, Mr. Drazen – Aye, Mr Lowitt – Aye, Ms McClure – Aye, Mr. Smith – Aye.

**Administrative Matters**

1. Financials: The Board reviewed the January financials with no comment. The Board looks forward to reviewing FY24 budget and financial estimates in an upcoming meeting.  
*It was moved and seconded, and VOTED 4-0 through roll call vote, to Vote to authorize \$5,000 for RHSO support for FY24.*  
*Roll Call Vote: Mr. Bacon – Aye, Mr Darzen – Aye, Mr. Lowitt, Ms McClure – Aye, Mr. Smith – Aye*
2. Board Operation: The Board warmly welcomed newly appointed director Julie McClure.  
Welcome Julie!

**Initiative Updates**

3. Assabet River Bluff: The Board discussed the Assabet River Bluff project and agreed that it was a priority to get the 406 Old Marlboro Road units registered on the SHI. The CHDC has started informal discussions with the Concord Housing Authority to convey that property to them and for the CHA to utilize project-based vouchers to lease the two apartments to very low income households.  
*It was moved and seconded, and VOTED 5-0 through roll call vote, to Vote to authorize the chair to advance the conveyance strategy (sub-dividing the property) and continue discussions with the Concord Housing Authority.*  
*Roll Call Vote: Mr. Bacon – Aye, Mr Darzen – Aye, Mr. Lowitt, Ms McClure – Aye, Mr. Smith – Aye*  
  
Design on the Assabet River Homes portion of the site continues with a meeting with the Planning staff scheduled in the next two weeks.  
The CHDC discussed their CPC request for \$500,000 for ARB, for the 3/1 Public Hearing.
4. Junction Village: Todd Benjamin provided an update on the community outreach on the NOAH proposal, including a presentation to the Select Board. Scheduled meetings are coming up with the Winthrop Street neighbors and the West Concord Advisory Council. The CHDC discussed obtaining community feedback on density, scale, type, and started planning for a community forum April 26, followed by issuance of a Solicitation of Interest/RFP.
5. Small Grant award:

*It was moved and seconded, and VOTED 5-0 through roll call vote, to  
Vote to award applicant #84 \$4,000 towards the window replacement  
Roll Call Vote: Mr. Bacon – Aye, Mr Darzen – Aye, Mr. Lowitt, Ms McClure – Aye, Mr.  
Smith – Aye*

6. Buy-Down funds: The CHDC discussed requesting additional funding for future buy-down opportunities, in the event than an opportunity for acquisition presents itself. Perhaps from the CPA or the Trust.

**Public Comment**

*PLEASE NOTE: The listings of agenda items are those reasonable anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*