



**Concord Housing  
Development Corporation**  
CHDC Annual Meeting Minutes  
Wednesday February 16, 2022, 5PM  
**Virtual Meeting**

Board Members present: Doug Bacon, Peter Lowitt, Lee Smith

Other: Liz Rust (RHSO), Linda Miller (PB), Stephan Bader (CHA), Ray Andrews (FinCom), Linda Escobedo (SB), Lois Suarez, Elizabeth Cobbs

Meeting called to order at 5:02pm by Roll Call Vote: Mr. Bacon – Aye, Mr. Lowitt – Aye, Mr. Smith – Aye

**Monthly General Meeting**

1. Board Operation: The Board accepted the resignation of Mr Tsitsas (in absentia) and ratified Mr Lowitt as Treasurer.  
*It was moved and seconded, and VOTED 3-0 through roll call vote, to Ratify Mr Lowitt as Treasurer for CHDC*  
*Roll Call Vote: Mr. Bacon – Aye, Mr. Lowitt – Aye, Mr. Smith – Aye*
2. Finances: The Board reviewed the January financials and treasurer report and noted that a deficit is projected for FY23 and beyond without additional revenue for the Small Grants Program. The Board identified town parties to share their concerns on the longevity of the program, including Hugh Cargill, Town Social Worker, Select Board, Town Manager.
3. Minutes:  
*It was moved and seconded, and VOTED 3-0 through roll call vote, to Approve the regular minutes of January 12, 2022 as amended*  
*Roll Call Vote: Mr. Bacon – Aye, Mr. Lowitt – Aye, Mr. Smith – Aye*

**Initiative Updates**

1. Junction Village: The Junction Village Open Space design continues, with favorable response from the Community Preservation Committee on the Phase 1 funding request. The committee has requested additional support from the landscape architect for flagging of the proposed pathways and additional meetings.  
*It was moved and seconded, and VOTED 3-0 through roll call vote, to Approve additional funding to Places Inc Open Space contract not to exceed \$12,000*  
*Roll Call Vote: Mr. Bacon – Aye, Mr. Lowitt – Aye, Mr. Smith – Aye*
2. Assabet River Bluff: Project refinement continues with favorable results. A final conceptual plan delineating the housing portion (parcel A) from the open space portion (parcel B) has been prepared and enthusiastically endorsed by all parties, demonstrating the collaborative partnership between housing and open space interests. The

Memorandum of Understanding (MOU) has been signed by all parties, and the open space grant submitted.

*It was moved and seconded, and VOTED 3-0 through roll call vote, to Authorize the chair to execute the proposal with Harrington Associates for site engineering and design services.*

*Roll Call Vote: Mr. Bacon – Aye, Mr. Lowitt – Aye, Mr. Smith – Aye*

3. Town Meeting articles. The Board reviewed the housing related articles for the 2022 Town Meeting and took the following positions:

*It was moved and seconded, and VOTED through roll call vote, to Endorse Article 24, Appropriate \$500,000 for affordable Housing*

*Roll Call Vote: Mr. Bacon – Aye, Mr. Lowitt – Aye, Mr. Smith – Aye*

*It was moved and seconded, and VOTED through roll call vote, to Endorse Article 25, Assabet River Bluff Project*

*Roll Call Vote: Mr. Bacon – Aye, Mr. Lowitt – Aye, Mr. Smith – Aye*

*It was moved and seconded, and VOTED through roll call vote, to Endorse Article 26, Community Preservation Committee*

*Roll Call Vote: Mr. Bacon – Aye, Mr. Lowitt – Aye, Mr. Smith – Aye*

Meeting adjourned at 6:15 by roll call vote. Mr. Bacon - Aye, Mr Lowitt - Aye, Mr. Smith – Aye