



State Representative: Chaz Sexton-Diranian (2022)

Chairman: Laura E. Shifrin (2021)

Clerk: Natalie Call (2024)

Vice Chairman: Courtney Borelli (2023)

Tenant Seat: Vacancy (2024)

AGENDA

Thursday January 21, 2021

Via ZOOM 7:00PM

THIS IS AN OPEN MEETING AND ALL ARE INVITED TO ATTEND
TOWNSEND HOUSING AUTHORITY

Join Zoom Meeting

<https://us02web.zoom.us/j/89119218426?pwd=TGNqSm1vVmlmRDV1Zm83cHhVK3dTUT09>

Meeting ID: 891 1921 8426

Passcode: 376430

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Preliminaries:

1.1 Meeting called to order at 7PM

1.2 Roll Call showed Chairman Laurie Shifrin, (LS), State Rep Chaz Sexton-Diranian (CSD), Vice Chairman Courtney Borelli, (CB) and Clerk Natalie Call (NC)

1.3 Announced the meeting is being recorded

1.4 Pledge of Allegiance observed

1.5 Chairman's Additions/Deletions to Agenda unforeseen prior to 48 hours of this meeting-none. LS made a statement, has lived in Townsend for 45 years and has served on numerous boards, and has been active at Townhall in up to five positions



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at a time. LS has decided not to run again for reelection for the Housing Authority, however is always willing to help and guide. Very appreciative for all members of the Board

- 1.6 State Representative Report – CSD reported that he has been meeting with state attorneys in regards to the warrant article, and COVID relief funds. When CSD was putting together the annual reports, he came across an issue of information coming in to town hall that is not getting to the Housing Authority, in particular the subsidized housing inventories report from the state. The concern is that the report was sent back to the state and the information was not correct. CSD would like to have any information sent to the Housing Admin., Jodie Deschenes (JD) to disseminate to the proper channels. LS said she would like to have an email sent out by JD to the Town Administrator to reinforce the flow of information. CB moved to instruct JD to send an email to the Administrators office that any housing related items/information make it to the Housing Authority. NC seconded. Roll call vote unanimous. CSD reported that while looking in to what needs to be done to make sure the housing inventory is correct, he came across the CDBG Grant that came to the town in 2018 in which funds were allocated for fuel assistance and housing. Approximately \$26,000 has not been spent. CSD contacted Joan Savoy (JS), the Chair of the Townsend Affordable Housing Trust, and would like to look in to this further to extend the availability of the funds, as well as bring this information to the Board of Selectmen. CSD would like to have the Housing Authority take on the oversight of the fuel assistance and get the word out to town residents. CB moved to have CSD talk to the Board of Selectmen at the January 28, 2021 meeting about the fuel assistance program and the grant and as the Housing Authority administer that grant. NC seconded. Roll call vote unanimous.

2.Appointments

2.1 None

3.Work session:

- 3.1 Warrant Article for 2021 ATM (Annual Town Meeting) CSD went over the warrant with edits and the narrative explaining why the Housing Authority is asking for the funds to be reallocated for the Housing Production Plan. CB moved to take the Warrant



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Article for the 2021 Town Meeting as presented and for CSD to bring it forward. NC seconded. Roll call vote unanimous.

3.2 2019 Annual Report. CB moved to accept the report as received and to present it as the annual report for the Townsend Housing Authority for 2019. NC seconded. Roll call vote unanimous.

3.3 2020 Annual Report. CB moved to accept the report as received and to present it as the 2020 Annual Report for the Townsend Housing Authority. NC seconded. Roll call vote unanimous.

3.4 Worthy Fund Discussion. CSD reported that there have been benefactors from the Town that have willed/deeded land or money for certain purposes. There is a fund asset up in town called the Worthy Fund that has been established for the needs of the town's residents. Some of these requests would be better off being fulfilled through the COVID/CARES fund through the Townsend Affordable Housing Trust. CSD suggested a more defined process for when a request comes in so that it might go to the correct department. The process is lengthier for the COVID Funds, but the funds go directly to the landlord. And the landlord/mortgage holder will be made aware that the funds are coming.

3.5 Tenant Vacancy. No volunteer forms have come in yet.

3.6 Correspondence/Clerk's Announcements-Mandatory referral for 61 Warren Road-no comment.

3.7 Approve meeting minutes- Reviewed outstanding minutes from 2020 and 2019. 2020 minutes are all up to date, CSD and LS will look back and try to find the two sets of minutes (2-26-2019 and 6-25-2019) that are missing from 2019 or JD will review and write.

CB moved to accept the meeting minutes for 10-22-2020. NC seconded. Roll call vote unanimous. CB moved to accept the meeting minutes for 9-1-2020. NC seconded. Roll call vote unanimous. CB moved to accept the meeting minutes for 12-10-2020 with edit to correct the Trust Fund name. NC seconded. Roll call vote unanimous.

Next Meeting Date: Wednesday February 24, 2020 at 7PM

CB moved to adjourn at 7:57PM. NC seconded. Roll call vote unanimous.



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Mission: "To promote, maintain and provide housing opportunities for income groups who could not otherwise afford to live here."