

Michael McCusker, *Chair*
Joan Courtney Murray
Joe Previtera, *Select Board Liaison*
Louis Rizoli
Philip M. Giordano, *Planning Board Liaison*
Kathleen Nee, *Planning Board Liaison, Alt.*

TOWN OF WESTWOOD
Commonwealth of Massachusetts



**HOUSING PARTNERSHIP
FAIR HOUSING COMMITTEE**

Ex-Officio Members

Amanda Wolfe

Housing and Land Use Planner
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Chris Coleman

Fair Housing Officer, Town Administrator
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Tiana Malone

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APPROVED

On Meeting Date: 8/13/24

**Meeting Minutes
July 15, 2024 7 p.m. via Zoom**

The meeting began at 7:05 p.m. due to technical difficulties.

In attendance were members Michael McCusker, Joan Courtney Murray, Joe Previtera, and Philip M. Giordano; Town of Westwood Housing and Land Use Planner Amanda Wolfe, Town Administrator Chris Coleman, and Director of Community and Economic Development Nora Loughnane.

Staff Wolfe provided an update that Catherine Levine was stepping down due to ongoing scheduling conflicts.

1. 22 Everett Street Local Action Unit (LAU) Application

Staff Wolfe presented the materials for the LAU application and explained that the committee was well-versed in this project already from participating in the Planning Board hearings for The Block at 22 Everett.

- Member Murray asked for clarification on what floating units meant. Staff Wolfe explained that, as the units turnover, the property management can use any unit as an affordable as long as it's not too close to another affordable unit or falls below the minimum square footage requirements from the Executive Office of Housing and Livable Communities (EOHLC).
- Staff Wolfe clarified the approval process from start to finish.
- Member Giordano asked a typo in the Regulatory Agreement draft of the word "eligibility" to be corrected. Staff Coleman asked that the Select Board contact phone number be altered to his office's number.

Motion:

- I, Joe Previtera, make a motion to authorize the Housing Partnership/Fair Housing Committee Chair to sign the Local Action Unit application for 22 Everett Street with the requested amendments.
- I, Joan Courtney Murray, second the motion.
- Roll Call Vote:
 - Michael McCusker – aye
 - Joan Courtney Murray – aye
 - Joe Previtera – aye
 - Philip M. Giordano – aye

2. Housing 101 Presentation

Staff Wolfe shared information on housing in order for the committee to have a better understanding of housing before embarking on the updated Housing Production Plan (HPP). The presentation covered several topic areas, including housing types, area median income (AMI), affordable housing eligibility and rent/sale prices, Fair Housing, and barriers to housing.

- Members asked if this presentation could be made available to members. Staff will send the next morning.
- Members felt the presentation was helpful.

3. Housing Production Plan 2025 Kickoff

Staff Wolfe explained that the committee will be beginning the process of developing the updated HPP, which consists of a comprehensive needs assessment, community engagement, and goals and implementation actions. The committee will lead the community engagement process and meet regularly throughout the development and adoption of the HPP.

- Member Murray asked what happens with the action items from the 2020 HPP. Staff Wolfe explained we will conduct a review at a later meeting since entities with actions are currently undergoing a Comprehensive Plan review with the Planning Board. The goal is to spread the work out.
- A tentative schedule will be sent to members the next morning.

4. Approval of Meeting Minutes

There were several sets of minutes to be approved.

Motions:

11/30/24

- I, Joe Previtera, make a motion to approve the meeting minutes from the November 30, 2023 Housing Partnership/Fair Housing Committee meeting.
- I, Joan Murray, second the motion.
- Roll Call Vote
 - Michael McCusker – aye
 - Joan Courtney Murray – aye
 - Joe Previtera – aye
 - Philip M. Giordano – abstain

1/9/24

- I, Mike McCusker, make a motion to approve the meeting minutes from the January 9, 2024 Planning Board meeting attended by the Housing Partnership/Fair Housing Committee.
- I, Joe Previtera, second the motion.
- Roll Call Vote
 - Michael McCusker – aye
 - Joan Courtney Murray – abstain
 - Joe Previtera – aye
 - Philip M. Giordano – abstain

1/30/24

- I, Joan Murray, make a motion to approve the meeting minutes from the January 30, 2024 Planning Board meeting attended by the Housing Partnership/Fair Housing Committee.
- I, Mike McCusker, second the motion.
- Roll Call Vote
 - Michael McCusker – aye
 - Joan Courtney Murray – aye
 - Joe Previtera – abstain
 - Philip M. Giordano – abstain

2/12/24

- I, Mike McCusker, make a motion to approve the meeting minutes from the February 12, 2024 Housing Partnership/Fair Housing Committee meeting.
- I, Joan Murray, second the motion.
- Roll Call Vote
 - Michael McCusker – aye

- Joan Courtney Murray – aye
- Joe Previtera – aye
- Philip M. Giordano – abstain

2/13/24

- I, Mike McCusker, make a motion to approve the meeting minutes from the February 13, 2024 Planning Board meeting attended by the Housing Partnership/Fair Housing Committee.
- I, Joan Murray, second the motion.
- Roll Call Vote
 - Michael McCusker – aye
 - Joan Courtney Murray – aye
 - Joe Previtera – abstain
 - Philip M. Giordano – abstain

5/6/24

- I, Joan Murray, make a motion to approve the meeting minutes from the May 6, 2024 Housing Partnership/Fair Housing Committee meeting.
- I, Mike McCusker, second the motion.
- Roll Call Vote
 - Michael McCusker – aye
 - Joan Courtney Murray – aye
 - Joe Previtera – abstain
 - Philip M. Giordano – abstain

The meeting ended with a motion at 8:20 p.m.

- I, Joan Murray, make a motion to close the meeting.
- I, Mike McCusker, second.
- Roll Call Vote
 - Michael McCusker – aye
 - Joan Courtney Murray – aye
 - Joe Previtera – aye
 - Philip M. Giordano – aye