

Housing Production Plan Steering Committee
Meeting Minutes
February 12, 2024

The regularly scheduled meeting of the Housing Production Plan Steering Committee was held on Monday, February 12, 2024 at 5:00 p.m. in the Large Conference Room, Millbury Town Hall, 127 Elm Street, Millbury, MA, and also available through [Zoom.us/download](https://zoom.us/download). The meeting was recorded and streamed by Millbury Public Access Cable Television.

Present: Brian Sora, Rich Gosselin, Maxine Mann, Veronica Wood, Ronald Marlborough

Staff: Conor McCormack (Planning Director), Emily Glaubitz (CMRPC), Mike Maughan-Brown (CMRPC)

5:00 p.m.

A brief round of introductions was done by all in attendance.

Planning Director Conor McCormack gave an overview of the Housing Production Plan (HPP) Steering Committee, a background on recent planning for housing that has been done by the town, and grant that brought this planning project forward.

Emily Glaubitz, Central Mass Regional Planning Commission (CMRPC), is the town's consultant for the HPP. Ms. Glaubitz gave an overview presentation of the housing production plan requirements, process, timeline, and expected outcomes.

Questions were raised and discussion ensued regarding the ongoing 40B application with the Board of Appeals and how the HPP process will affect the town's ability to manage 40B applications.

Discussion ensued regarding the duration of existing and potential affordable housing units in Millbury, how affordable units are calculated and what constitutes affordability. Committee members raised concerns about existing affordability issues in town and challenges existing residents and people who seek to live in Millbury face.

Ms. Glaubitz outlined the existing percentage of affordable units in Millbury on the Subsidized Housing Inventory is currently at 3.72%.

Ms. Glaubitz gave an overview of the draft survey. Committee members reviewed the survey and agreed to look at it before the next meeting.

Steve Stearns, Thomas Hill Road, provided the proposed rental rates for the proposed 40B application in front of the Board of Appeals and discussed the length of the affordable units from the project in front of the Board of Appeals.

Terry Burke Dotson, 20 Salo Terrace, offered comments on an Affordable Housing Committee and town-owned properties that could be used for affordable housing.

Election of Officers

Mr. McCormack explained the open positions, the roles of the positions, and facilitated the nominations.

Ron Marlborough nominated Brian Sora to be Chair, seconded by Maxine Mann. Mr. Sora accepted the nomination. All in favor, motion approved.

Ron Marlborough nominated Veronica Wood to be Vice Chair, seconded by Brian Sora. Ms. Wood accepted the nomination. All in favor, motion approved.

Mr. Sora nominated Maxine Mann to the Clark, seconded by Ms. Wood. Ms. Mann accepted the nomination. All in favor, motion approved.

The committee reviewed the available times and landed on March 11th at the same time for the next meeting.

Mr. Gosselin suggested that the proposed timeline for the public meeting for the plan should not be in the summer. The committee was generally in agreement and will work to have it before school gets out.

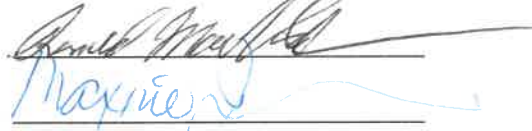
Ms. Glaubitz requested folks review the survey and noted that she will share out a Dropbox folder with all related materials to the Committee.

Ms. Mann made a motion to adjourn, seconded by Ms. Wood. All in favor, motion approved. Meeting adjourned at 6:08pm.

Respectfully submitted,
Conor McCormack



Veronica A. Wood



Millbury Housing Production Plan Steering Committee

Date: 3/11/24