

BLUE RIBBON HOUSING SITE SELECTION COMMITTEE

MINUTES OF MEETING: AUGUST 13, 2003

Present: Joseph Bausk, James Gardner, Lydia Pastuszek, and Mark Ensign, Members.
(Absent: Richard Davison and Stephen Shugrue; Planning Board member not appointed.)

Also present: Selectman Lawrence O'Brien, Town Manager Maureen Valente, and Town Planner Jody Kablack.

At 7:30 p.m. an introductory meeting of the Blue Ribbon Housing Site Selection Committee was convened at the Sudbury Senior Center, 40 Fairbank Road.

After a welcome by Selectman Lawrence O'Brien, Town Manager Maureen Valente reviewed the mission statement for this Committee, emphasizing:

- a. this is not a policy-making board
- b. its task is derived from the 2003 Annual Town Meeting authorization for a certain type of housing and the funding for it (16 units of affordable rental housing; borrowing of \$320,000) subject to land made available by close of 2004 Annual Town Meeting and other stipulations
- c. the Committee needs to prepare a list of viable sites and a report as a final product
- d. Town staff can help as needed, but the Committee needs to be well organized and use any staff time wisely.

The Town Manager reviewed ground rules and distributed a handout covering ethics, open meeting law, discrimination, conflict of interest, organization of the Committee, funding and use of Town resources/staff, rules and procedures for Committee meetings and hearings, minutes taking, and methods of communication.

The Town Planner presented to each member a folder of information with various materials and data collected to date from Jo-Ann Howe, Sudbury Housing Authority Executive Director.

The next meeting dates were set for September 3 and September 11, 2003, at 7:30 p.m. The meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Maureen G. Valente, Town Manager