



**Concord Housing  
Development Corporation**

**CHDC Meeting Minutes  
Wednesday May 19, 2021,  
2021, 5PM  
Virtual Meeting**

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

Regrets: Yanni Tsitsas

Other: Liz Rust (RHSO), Ray Andrews (Finance Committee), Marcia Rasmussen (Town Planning Director)  
Karlen Reed (LWV), Andy Puchrik

Meeting convened at 5:01pm by roll call vote.

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

1. Financial Reports: The Board reviewed the April financial reports with no revisions.
2. Minutes: The Board reviewed the draft minutes from April 14, 2021 meeting  
It was moved and seconded, and VOTED 4-0 through roll call vote, to  
*Approve the regular minutes of March 10, 2021 as amended*  
Roll Call Vote: Mr. Burns – Aye, Mr. Lowitt – Aye, Mr. Smith – Aye, Mr. Bacon – Aye
3. Junction Village Update: The Open Space Task Force continues its work towards design of the open space. Places Inc has responded to the RFP for a landscape architect with a suitable and favorable proposal. Place Inc has background in the site, and is currently under contract with the CHDC for engineering work at Junction Village.  
It was moved and seconded, and VOTED 4-0 through roll call vote, to  
*Accept and execute the contract with Place Inc for landscape design services at Junction Village in an amount not to exceed \$25,000.*  
Roll Call Vote: Mr. Burns – Aye, Mr. Lowitt – Aye, Mr. Smith – Aye, Mr. Bacon – Aye
4. 100 Elm Brook: The CHDC reviewed the introductory memo on the 100 Elm Brook resale, and the opportunity to assist the Town in buying the unit down to 80% SHI, while making some undetermined amount of repairs.  
It was moved and seconded, and VOTED 4-0 through roll call vote, to  
*Accept the 100 Elm Brook project and to authorize the Chair to request the Select Board assign the CHDC the Right of First Refusal and authorize funds for the project.*  
Roll Call Vote: Mr. Burns – Aye, Mr. Lowitt – Aye, Mr. Smith – Aye, Mr. Bacon – Aye

At 5:30pm Lee Smith left the meeting

LWV Potential Parcel discussion: The CHDC discussed the parcel list presented by the LWV, focusing on a few parcels with potential.

It was moved and seconded, and VOTED 3-0 through roll call vote, to  
*Notify the Town of the CHDC's interest in 91B Main St as a potential site for affordable housing, and that the CHDC would like to be included in any future conversations on the property, and further, the CHDC acknowledges that the property is currently being used by CMPL for storage.*

Roll Call Vote: Mr. Burns – Aye, Mr. Lowitt – Aye, Mr. Bacon – Aye

Public comment:

- Karlen Reed: Inquired about the Housing Production Plan, and its schedule.
- Pamela Dritt: Advocated support for Town Meeting article 31: regulation of fossil fuel infrastructure
- Ray Andrews, Finance Committee: Reported that the Finance Committee voted NO ACTION (10-4) on Article 17, the request for \$500,000 of Free Cash for affordable housing.

Meeting Adjourned at 5:58 pm by roll call vote.

Roll Call Vote: Mr. Burns – Aye, Mr. Lowitt – Aye, Mr. Bacon – Aye