



**Concord Housing  
Development Corporation**  
CHDC Meeting Minutes  
Tuesday August 8, 2023, 8am  
**Virtual Meeting**

Board Members present: Ray Andrews, Dan Drazen, Peter Lowitt, Julie McClure, Lee Smith

Other: Liz Rust (RHSO), Linda Escobedo (SB Liaison), Stephan Bader (CHA), Keith Bergman (CMAHT), Karlen Reed, Linda Miller (PB), Clare Gordon

Meeting called to order at 8:02am by Roll Call Vote: Mr Andrews - Aye, Mr Drazen – Aye, Mr Lowitt – Aye, Ms McClure – Aye, Mr. Smith – Aye.

Adjourn 9:20

1. Welcome to Ray Andrews as newly sworn in member of the CHDC !
2. Call to order Annual Meeting of the Concord Housing Development Corporation
  - A. Election of Officers:
    - i. President: Lee Smith
    - ii. Vice President: Julie McClure
    - iii. Treasurer: Peter Lowitt
    - iv. Clerk: Ray Andrews

*It was moved and seconded, and VOTED 5-0 through roll call vote, to  
Approve the slate of Officers as presented.*

*Roll Call Vote: Mr Andrews -Aye, Mr. Drazen – Aye, Mr Lowitt - AyeMs McClure - Aye, Mr. Smith – Aye*

Convene to the regular monthly meeting.

3. Meeting times: Changing meeting to 1st Tuesday at 8am starting in October. Next meeting September
4. Housing Roundtable recap and update. The CMAHT presented a comprehensive funding approach, and the housing groups provided updates.
5. CPC Proposal: The CHDC discussed the CPC application deadline on 9/8, and VOTED 5-0 through roll call vote, to
  - Delegate authority to the Chair to prepare CPA application/s, with updates to the board*Roll Call Vote: Mr Andrews -Aye, Mr. Drazen – Aye, Mr Lowitt - AyeMs McClure - Aye, Mr. Smith – Aye*
6. 406 OMR: It was moved and seconded, and VOTED 5-0 through roll call vote, to contract with Rodenhiser for the replacement of the HVAC systems and water heaters at 406 Old Marlboro Road:  
*Roll Call Vote: Mr Andrews -Aye, Mr. Drazen – Aye, Mr Lowitt - AyeMs McClure - Aye, Mr. Smith – Aye*
7. Junction Village: The board decided to issue the two RFP's (Junction Village and Assabet River Bluff) at the same time in the fall, with the idea that perhaps a responder will be interested in both.