

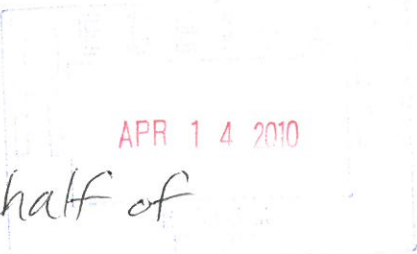
**Stow Municipal Affordable Housing Trust (SMAHT)
Minutes March 22, 2010 – Approved April 12, 2010**

Attending: Mike Kopczynski, Quince Papanasstassiou, Trish Settles, Donna Jacobs,
Laura Spear, Cynthia Perkins

1. The meeting commenced at 7:08 p.m.
2. The next meeting dates will be April 12th and April 27th, (not April 26th as previously planned.)
3. The minutes of the March 15 meeting were reviewed and approved.
4. Grant Update:
 - a. No grant applications have come in
 - b. Discussed publicizing the grant opportunity, i.e., money available for developing affordable housing in Stow. Decided to advertise via articles in the Stow Independent and Beacon Villager; inform CHAPA, MHP, and MAPC; post on our website. Town Meeting will be another opportunity to inform the public.
5. Invoice was reviewed for services rendered by Attorney Jon Witten (at \$130/hour). It was voted to approve payment of \$975.00.
6. Discussed next steps of completion for Housing Production Plan (HPP) –
 - a. It was agreed that a shorter and more visually graphic Executive Summary would make the plan more inviting and interesting for readers. It was also agreed that the Executive Summary will need some photos, colored graphs, and graphics, and the rest of the document would remain as written, packed with the data that went into the plan. Donna and Laura agreed to work on condensing and redesigning the Executive Summary and review the zoning-related proposals to make sure they reflect discussion with the Planning Board.
 - b. The table describing the actual production plan objectives will be reviewed at the next meeting and revised to represent the current status of demographics, housing growth prospective plans for Stow, etc. as required by DHCD.
 - c. Publicizing the HPP
 - Will discuss the latest draft with the Planning Board.
 - Convene a joint meeting of boards to present and discuss the HPP.
 - Offer a public forum for presentation and discussion. Request that Karen Sunnarborg provide power point slides and attend as supporting consultant to the presenter.
 - The Board of Selectmen will present the HPP to DHCD when completed.
 - d. New name for the new plan was discussed; to be finalized at next meeting.
7. SMAHT Organization – Discussion of possible leadership structures led to an agreement to have a Chair and Vice Chair. By unanimous vote, Donna Jacobs will be Vice Chair of the Trust.
8. New Business:
 - a. MHP Grant funds are available, as noted by Laura.
 - b. Acknowledgement of Donna for having completed the SMAHT Annual Report and submitted it on time.
9. The meeting adjourned at 7:58.

Minutes respectfully submitted by,

Cynthia Perkins


Laura Spear on behalf of
Cynthia Perkins 4/13/2010