

Housing Production Plan Committee Minutes

April 5, 2023

Town of Auburn
Housing Production Plan Committee
Virtual Meeting

Members Present: Emily Glaubitz, CMRPC; Adam Menard, Town Planner; Edward Kazanovicz, Town Manager; Darlene Coyle, Department of Development & Inspectional Services Director

Meeting April 5, 2023,

In accordance with the Open Meeting Law, the meeting is called to order by Adam Menard, Chairperson.

Emily Glaubitz discusses details on the survey, which will be about three pages, double-sided. The group reviewed the language for the questions that are in the survey draft document. There is an expectation that the questions should be tied to the plans we have in place and the updates we are looking to obtain, and some suggested changes were made.

The group will finalize the survey and are expected to launch it to the public on or around April 7, 2023, and the survey will be active until May 31, 2023.

Ed suggested bringing the HPP survey to the Select Board meeting to get the community introduced to this effort, and a good way to get the message out for this work.

Adam will distribute the survey widely on the Town website, and typical public outreach outlets.

Darlene and Emily will plan on having the info table at the Auburn annual Town Meeting in May, and Emily will bring plenty of paper copies of the survey to distribute.

Discussion about possibly adding the survey to the tax bills, Darlene will check on this with Treasurer/Collectors office. She will also check to see if the School Department can share the survey with their school community.

Emily will send the final revised document to the group and we will put the distribution plan in motion.

Next meeting planned for 5/10/23.

Meeting adjourned.

Minutes Approved on August 1, 2023.

RECEIVED
23 AUG - 1 AM 11:22
TOWN CLERK'S OFFICE
AUBURN, MA.