

**TOWN OF TEWKSBURY
LOCAL HOUSING PARTNERSHIP MEETING
October 13, 2021**

Call the Meeting to Order

Ms. Reed called the meeting to order at 7:00pm. Members present at the meeting were Nancy Reed, Jake Brothers, Vincent Fratalia, Greg Peters and Laura Caplan. Not present were: Anne Marie Stronach, Melissa Maniscalco and James McMullen.

1. Approval of Minutes

MOTION: Mr. Fratalia made a motion to approve the May 19, 2021 meeting minutes. Mrs. Caplan seconded the motion. Motion unanimously approved.

2. Discussion about Housing Consultant -Administrative Assistance \$30,000 RFP Scope and next steps

There appears to be no applicants responding to the \$30,000 Administrative Assistance RFP. Ms. Reed mentioned that there were a couple of calls regarding the RFP with questions and she asked if she could call them back, but received no response from the town..

It was discussed and agreed to not continue with the LHP Committee as it now exists. Mrs. Stronach had asked Mrs. Reed to bring this up to the committee for discussion. The following members have announced their resignations and will send their letter to the Board:

Nancy Reed, Chair
Laura Caplan, Clerk
Vincent Fratalia, Member
Greg Peters, Member

Vincent Fratalia made a motion to discontinue committee and send a letter to the town and Select Board and Laura Caplan second the motion and it was voted favorably. Nancy Reed will reach out to members not present. New member, Jake Brothers abstained from vote.

3. Meeting adjourned at 7:20 p.m., on a Motion made by Mr. Fratalia and seconded by Mrs. Caplan and unanimously voted.