

DATE: March 16, 2023  
TIME: 9:17 AM

**Belmont Housing Trust –HPP Event Subcommittee**

**Minutes for the Jan. 24, 2023 Meeting**

**Present:** *Subcommittee members: Gloria Leipzig, Judie Feins, Mark Kagan*

**Guests:** *Alisa Gardner-Todreas and Stefanie Peterson, MetroWest Collaborative Development; Bonnie Friedman, League of Women Voters; Irena Matulic, Doma Homes*

The meeting was called to order at 4:30PM. The subcommittee's mandate is to bring off a public meeting in early February, to gather input on sites and opportunities and to build support for future housing creation in Belmont. The discussion, continued from the last meeting on Jan. 17, focused on the following topics.

**Format:** We will hold a hybrid event at the Beech St. Center. A similar in-person event for the 2018 HPP was valuable in shaping that document. Gabe Distler, Belmont Staff Planner, was in touch with Beech St. staff and worked out the final date. Mark Kagan will manage the Zoom for the event.

**Timing:** *The event is now set for January 31 from 7-8:30 PM;* Beech St. Center availability has been confirmed.

**Materials:** In development: the flyer, PowerPoint presentation, and the posters for the in-person meeting component. The purpose of the posters is to engage attendees in thinking about how different housing types may fit in different locations. MAPC has already provided the maps and access to the drone photos for these materials. Poster content will be needed to show in the break-out rooms.

**Assistance obtained:** a) We have gotten support from Metro West CD for making the event happen (which can be done within their current resources). They will help in-person and online with eliciting feedback from attendees, as well as doing production on the display boards. b) Members of the "advisory" HPP subcommittee will help publicize the event and also assist in person and online.

**Assignments:** Gloria has arranged for the space and is working on the tech logistics. Mark has developed an outreach flyer draft; there was feedback, and a final version will be produced once we have the Zoom link. Judie showed a draft of the presentation and will have a revised draft for the next meeting.

To get this done, we have already arranged the Zoom licenses and Town Clerk postings for the rest of the subcommittee meetings. We will post the public event as a Housing Trust meeting, as soon as the Zoom link—a then the flyer—are available. The subcommittee also tested creating the break-out rooms; designated facilitators for these will be needed.

The meeting adjourned at 5:35 PM.

Respectfully submitted,  
Judie Feins