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massdevelopment.com

*Via Electronic Mail*

October 17, 2022

Matt Coogan  
Town of Boxford  
7A Spofford Road  
Boxford, MA 01921

**RE:** Application: FULL-FY23-Boxford-Boxford-00994

Dear Mr. Coogan:

Thank you for submitting this application to the FY2023 Community One Stop for Growth. The Executive Office of Housing and Economic Development (EOHED), Department of Housing and Community Development (DHCD), and Massachusetts Development Finance Agency (MassDevelopment) worked together to evaluate all eligible applications and recommended the most ready and highest-impact projects for a grant. This application from the Town of Boxford was reviewed by the program(s) that could best serve the project's funding needs.

Charles D. Baker  
*Governor*

On behalf of Governor Charlie Baker, Lt. Governor Karyn Polito and the Chair of our Board of Directors, Secretary Mike Kennealy, I am pleased to inform you that a grant in the amount of \$25,000 from the Real Estate Services Technical Assistance Program has been approved to support your project.

Karyn E. Polito  
*Lieutenant Governor*

The next step is to work with our Real Estate Planning Department to create the scope for your project. A representative from this department will contact you to start the process. At this time, any deviations from funding requested in your application will be discussed. The scoping process will identify the House Doctor consultant(s) that are appropriate for your project and they together with our Planning Department will assist your community.

Mike Kennealy  
*Secretary of Housing & Economic Development*  
*Chairman*

To obtain this Technical Assistance, the Town must enter a Memorandum of Agreement (MOA) with MassDevelopment. To learn the terms of your agreement with MassDevelopment, please read the enclosed template MOA. The specifics of this document will be identified during the scoping process. Once agreed upon, the Town and MassDevelopment will sign the MOA to effectuate the project's scope, schedule, and budget.

Dan Rivera  
*President and CEO*

If you have questions, please do not hesitate to contact Ben Murphy, Real Estate Services Program Manager at [bwmurphy@massdevelopment.com](mailto:bwmurphy@massdevelopment.com) or (857) 300-3223.

Finally, please note that public announcement of this award is embargoed until the Administration has had the opportunity to formally announce it through a local event and/or media release. Please refrain from sharing or publicizing news about this award outside of your organization until it is officially announced.

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Rivera", is written over a light blue horizontal line.

Dan Rivera  
President & CEO

Enclosure – Template Memorandum of Agreement