



**TOWN OF GROTON**  
Affordable Housing Trust



Stuart M. Schulman, *Chair*  
Sheila Julien, *Vice Chair*  
David A. Wilder, *Treasurer*  
Colleen A. Neff, *Member*  
Joshua A. Degen, *Member*

**Meeting Minutes**  
Regular Session

Date: Thursday, October 11, 2018  
Time: 7 p.m.  
Location: Lunch Room, 2<sup>nd</sup> Floor, Town Hall, 173 Main Street, Groton  
Attending members: Stuart Schulman, Colleen Neff, David Wilder  
Meeting handouts: Agenda, Master Plan excerpt on housing goals, draft minutes from September 13, 2018

Stuart Schulman called the meeting to order at 7 pm.

**Agenda Item 1:** The Master Plan Implementation Committee (MPIC) was established by the Groton Planning Board in December of 2017 to help assess the Town's progress in achieving the goals identified in the 2011 Master Plan. Discuss and report back on MPIC's two requests: (a) what housing goals and tasks have been achieved, as in progress or why it is not achieved; and (b) what is the housing trust's view of using "CPA funds to address a broader range of affordable housing needs, even if the CPA-assisted units do not qualify for Chapter 40B Subsidized Housing Inventory". Votes may be taken.

Trust members reviewed the 2011 Master Plan goals for housing and discussed priorities. The Master Plan has 3 housing goals –

1. Encourage a diversity of housing types for a range of income levels and ages;
2. Encourage and promote new housing developments that create a sense of place, promote social interaction, and a sense of community; and
3. Encourage a greater variety of architectural design and diversity of housing types.

Within those goals, the Master Plan includes a number of recommendations. For example, the Master Plan's first recommendation is that Groton create a Housing Production Plan (HPP). Groton has done so as part of the Planning Board's initial implementation of this Master Plan recommendation. That current DHCD approved plan expires on June 29, 2019. By consensus, Trust members agreed that a new approved Housing Production Plan (HPP) is needed as it is in the Town's interest to always have a current, approved HPP.

Once approved by DHCD, a new Housing Production Plan would last 5 years. One benefit of an approved HPP is that it allows eligible towns to rebuff unwanted 40B projects if that town has reached a statutory safe harbor. The most likely scenario would be that if there is a burst of development that produces a sizable number of affordable units in a year, then Groton would have some ability to decline to review new 40B proposals for one to two years.

Stuart Schulman stated that the housing coordinator should do the new housing plan. Fran Stanley (housing coordinator) said that there may be portions of the plan that need to be written by a planning expert in order to fit within DHCD's criteria for such a plan. A Community Preservation Committee grant could pay for the HPP update if there are portions that need to be contracted out. Since all communities are still working off data from the 2010 U.S. Census, a new plan completed before the 2020 census may not need new statistical data. Fran Stanley agreed that the HPP may be able to be done in house. An initial 2-page CPC application will be submitted as a placeholder in the event that portions of the HPP need to be contracted out.

David Wilder commented that the housing trust's work on the Boynton Meadows project resulted in a housing development that both created affordable housing for diverse income levels (goal 1) and created a sense of place that promotes social interaction and a sense of community (goal 2).

### **Feasibility Study for 94 Lovers Lane**

Looking ahead, Stuart Schulman stated that the housing trust could theoretically fund a feasibility study for building mixed income 55 plus housing on town owned land at 94 Lovers Lane (country club). Stuart Schulman said that he wanted to know what Mark Haddad has found out from his outreach to civil engineering firms. The group wondered what amount of money would be needed to fund a useful feasibility study. The housing trust might fund part of the study or ask for a CPC grant to fund part or the entirety of the total. Housing trust members agreed with the plan to submit an initial 2-page CPC application for \$40,000.

As is case with the discussion about the HPP CPC grant application, the housing trust is not committed to this course of action if it initiates an application for feasibility study funds now. There is time between now and the final proposal deadline of March 11, 2019 to sift out the scope of the study, total funds needed and how the housing trust would like position its request.<sup>1</sup>

Fran Stanley was asked to share a copy of the current HPP as well as the older housing plan known as the Virginia Wood plan.

### **Review draft minutes from September 13, 2018 meeting**

Members reviewed draft minutes.

*David Wilder moved to approve and release the September 3, 2018 regular session minutes as submitted. Colleen Neff seconded and the motion carried 2:0 (Colleen Neff abstained; Joshua Degen and Sheila Julien absent).*

### **Adjourn**

Meeting adjourned at 8:15 pm.

Next Meeting: Thursday, November 15, 2018 at 7 pm

Minutes by Fran Stanley.

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<sup>1</sup> 2018-2019 Community Preservation Committee Schedule:

- Community Preservation Plan released: October 9, 2018
- Submission of one or two page Required Project Summary (RPS): October 29, 2018
- Verbal Feedback regarding RPS: November 26, 2018
- Deadline for Complete Draft Proposals (CDP) submitted to CPC by 4 PM on January 14, 2019
- Public Hearing to discuss feedback on CDPs: February 11, 2019
- Prepare written feedback to be provided to Applicants: February 25, 2019
- Deadline for Final Proposal (no further changes accepted) by 4 PM on: March 11, 2019
- Final Vote - Deliver Recommendations for Town Warrant by: March 25, 2019
- Vote at Spring Town Meeting: April 22, 2019