



TOWN OF GROTON
Affordable Housing Trust



Becky Pine, *Chair*
Carolyn Perkins, *Vice Chair*
Phil Francisco, *Member*
Richard Perini, *Member*

Regular Session Minutes

Date: Wednesday, December 8, 2021
Time: 7 pm
Location: Town Hall, 1st Floor Meeting Room, 173 Main Street, Groton
Trust members in attendance: Carolyn Perkins, Becky Pine, Rick Perini, and Phil Francisco

Becky Pine called the meeting to order at 7 pm.

Agenda Item: Review draft regular session minutes from November 17, 2021.

Carolyn Perkins moved to approve the November 17, 2021 regular session minutes as drafted. Rick Perini seconded and the motion carried (4:0).

Agenda Item: Update on Robert Kiley donation related to the Hayes Woods development.

Fran Stanley spoke with Attorney Robert Collins who is representing Robert Kiley with respect to development plans for part of the Hayes Family land on Maple Avenue in West Groton. As Trust members know, Robert Kiley is planning to make a donation to the Affordable Housing Trust. Under the terms of its Declaration of Trust, the Trust can accept and hold money. Attorney Collins is preparing a letter of intent to accompany the donation. With the expected date for the closing on the Hayes land approaching, Attorney Collins contacted Fran Stanley to find out details such as how to make out the check. The donor's intent for the funds is for the money to be used for soft costs¹.

Agenda Item: Consider changes to the emergency rental assistance program.

Fran Stanley introduced the subject. Metro West Collaborative Development which serves as the administrator for the program informed the Town on November 29th that it had mistakenly sent two extra months of assistance to four households. This error resulted in those households receiving a total of ten months of assistance when the program was designed to only provide eight months of help.

Becky Pine led the group discussion on how to address this matter. The discussion centered around whether to extend the program to ten or twelve months and whether local assistance was still needed considering the state aid programs. Rick Perini and Carolyn Perkins each expressed a desire to extend the program to twelve months. The group agreed with a plan to provide twelve months of assistance for households with need and then stopping the program thereafter.

Rick Perini moved to extend the Emergency Rental Assistance program for a total of twelve months and still maintain a cut off and termination of the program of June 30, 2022. Carolyn Perkins seconded and the motion carried (4:0).

Fran Stanley was directed to convey the Affordable Housing Trust decision to the Community Preservation Committee so that the matter can get on the agenda for the CPC's consideration.

Agenda Item: Consider spending \$200 in unrestricted funds to pay for Housing Coordinator to take an online five-week course titled “Real Property Transactions Under MGL c. 30B”.

Fran Stanley described the online self-paced class provided by the state’s Inspector General’s office (see <https://www.mass.gov/service-details/real-property-transactions-under-mgl-c-30b>).

Carolyn Perkins moved to have the Trust provide the \$200 in unrestricted funds for Fran Stanley to attend the Real Property Transaction Under MGL c. 30B course. Phil Francisco seconded and the motion carried (4:0).

Becky Pine said that she has been asked by Takashi Tada (Land Use Director) to provide a letter of support for the Housing Coordinator’s position. The 25 hour/week position is funded annually through a grant from the Community Preservation Committee. Rick Perini volunteered to draft the letter.

Carolyn Perkins moved to authorize Rick Perini to write the Housing Coordinator support letter in consultation with Becky Pine. Phil Francisco seconded and the motion carried (4:0).

Becky Pine may sit down to speak with Russ Harris regarding affordable housing. If she does, Becky said that she would ask one other person from the Trust to join her for that meeting.

At 7:20, the Trust voted to enter executive session.

Carolyn Perkins moved to enter executive session and later adjourn without returning to regular session pursuant to M.G.L. Chapter 30A, §21 Clause 6 – “To consider the purchase, exchange, lease or value of real property if the chair declares (Becky Pine as chair so declared) that an open meeting may have a detrimental effect on the negotiating position of the public body,” and also pursuant to M.G.L., c.30A, §21(a), Clause 7 – “To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” to review, approve and consider the release of executive session minutes. Phil Francisco seconded and the motion carried 4:0 by roll call vote of Francisco – aye, Perini – aye, Perkins – aye and Pine – aye.

Next meeting: Wednesday January 12, 2022 at 7 pm

Notes by Fran Stanley

ⁱ Hard costs are those associated with direct building construction, while soft costs include architectural, engineering, financing, and legal fees, and other pre- and post-construction expenses.