



TOWN OF GROTON
Affordable Housing Trust



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

Regular Session Minutes

Date: Wednesday, September 21, 2022
Time: 7:30 pm
Location: Virtual meeting held via Zoom
Members in attendance: Rick Perini, Becky Pine, Phil Francisco, and Carolyn Perkins
Others in attendance: John Sopka (Groton Housing Authority board member)
Referenced documents: September 12, 2022 Hayes Woods donor letter;
draft CPC application,
September 7, 2022 Mirick O'Connell Invoice

Becky Pine called the Affordable Housing Trust to order at 7:36 pm. This meeting is being recorded. Cameras were turned on and Trust members were identified.

Minutes

Richard Perini moved to approve the September 7, 2022 minutes. Carolyn Perkins seconded and the motion carried (4:0) by roll call vote of Francisco – aye, Perini – aye, Perkins – aye and Pine – aye.

Town Counsel Invoice

Richard Perini moved to approve payment of the September 7, 2022 invoice from Mirick O'Connell in the amount of \$45 regarding Fieldstone Drive access. Phil Francisco seconded and the motion carried (4:0) by roll call vote of Francisco – aye, Perini – aye, Perkins – aye and Pine – aye.

The source of payment for this invoice will be the CPC Site Assessment funds. Current practice is that the Trust's approval of an expense for payment and assurance that the work described has been done, and the CPC then votes to pay the invoice as well. Becky Pine spoke with the Town Accountant who explained that so long as the CPC funding is for a specific purpose like site assessment, then she wants dual committee sign off. However, if the CPC funds are not restricted, then just the Affordable Housing Trust can sign off on the payment of an invoice.

Donations to the Trust

The Trust received a \$50,000 donation from Corey Brock and Robert Kiley of Kiley Brock Homes LLC.

Becky Pine read the donor letter associated with this donation into the record:

September 12, 2022

The Groton Affordable Housing Trust

RE: Robert P. Kiley/ "Hayes Woods"
Maple Avenue

Dear Board members:

I represent Robert P. Kiley, Trustee, Maple Avenue Realty Trust under a Declaration of Trust dated July 17, 2021, a Trustee's Certificate for which is duly recorded with the Middlesex South District Registry of Deeds in Book 79367 at Page 196, and Kiley Brock Homes, LLC, owner and developer, respectively, of the property situated on Maple Avenue commonly referred to as "Hayes Woods."

My client gifted the sum of fifty thousand (\$50,000.00) dollars to the Affordable Housing Trust. It is his intent that the Trust use these funds to assist the Trust with soft costs associated with potential sites the Trust may wish to explore.

Very truly yours,

Robert L. Collins

Trust members edited a draft thank you letter.

Richard Perini moved to send the corrected thank you letter to Corey Brock and Robert Kiley to be signed by chair Becky Pine. Carolyn Perkins seconded and the motion carried (4:0) by roll call vote of Francisco – aye, Perini – aye, Perkins – aye and Pine – aye.

Community Preservation Committee draft application

Trust members reviewed the draft application to the CPC for community housing funds. Members agreed that the draft looks fine as is for the initial two-page application. Fran Stanley was directed to submit the application in October.

Becky Pine said that she spoke with Bruce Easom, chair of the CPC, regarding the Trust being interested in applying for annual requests for unrestricted CPC funds. Bruce Easom suggested that the Trust come in to meet as a whole committee with the CPC on this matter. Carolyn Perkins, who also serves on CPC, noted that Town Manager Mark Haddad is planning to speak with the CPC. She added that it would be nice if we could do this together.

John Sopka said that he didn't see that a CPC meeting had been posted for September 26, 2022 yet. He added that the Groton Housing Authority is interested in this topic too. The regular meeting schedule for the Community Preservation Committee is the second and fourth Mondays. CPC meets typically meets at 7 pm.

Trust members discussed whether to bring up the transfer of site assessment funds to the Trust. Trust members agreed with Phil Francisco that now was not the right time and that it is better to start with a letter and state what the Trust wants when it is ready to raise the issue.

Regarding annual transfers from CPC community housing to the Trust, it was noted that the Finance Committee and Select Board will want to have input on the matter. Carolyn Perkins observed that the Finance Committee helped set a target fund goal for the Conservation Commission. Becky Pine suggested that the Trust may want to speak with the Select Board and Finance Committee to explore the floated idea of converting market rate houses to affordable homes and a preview of next year.

Richard Perini said that he wants the Trust to be treated just like the Conservation Commission. Carolyn Perkins advised meeting with the Finance Committee before going to the Select Board.

Meeting adjourned at 8:07 pm. Notes by Fran Stanley

Next meeting: Wednesday, October 26, 2022 at 7 pm.