



TOWN OF GROTON
Affordable Housing Trust



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

Regular Session Minutes

Date: Thursday, December 7, 2023
Time: 7 pm
Location: 1st Floor Meeting Room, Town Hall, 173 Main Street
Members in attendance: Carolyn Perkins, Charles Vander Linden, Richard Perini, Phil Francisco, and Becky Pine
Others: John Sopka (Groton Housing Authority)
Referenced documents: draft minutes, draft CPC application, Hoyts Wharf rough concept plan

Becky Pine called the Affordable Housing Trust to order at 7 pm.

Review draft minutes from November 21, 2023

Charles Vander Linden moved to approve the November 21, 2023 regular session minutes as corrected. Richard Perini seconded and the motion carried 4:0 (Francisco abstained).

Prepare and discuss CPC application for community housing funds

Trust members reviewed the draft application section by section. Members considered verbal feedback received from CPC members and discussed appropriate changes in order to address that feedback. On the matter of the total dollar amount for the grant request, Trust members agreed to ask for \$400,000 as this amount is needed and costs for land and construction are not going down in the area.

Discuss collection of letters of support for CPC application

A couple of CPC members stressed the importance of letters of support for the application process. The Trust will ask for letters of support from:

1. Select Board (Becky Pine will ask).
2. Finance Committee (Becky Pine will reach out to Bud Robertson).
3. Conservation Commission (Becky Pine will reach out to Eileen McHugh).
4. Diversity Equity & Inclusion (Fran Stanley will ask).
5. Planning Board (Fran Stanley will email).
6. Housing Partnership (Fran Stanley will ask).
7. Groton Housing Authority (Fran Stanley will email).
8. Destination Groton (Phil Francisco will ask).
9. Sustainability Commission (Phil Francisco might ask if there is an angle that fits with Sustainability Commission mission).

Update on email to the Park Commission about Hoyts Wharf parcel

Becky Pine spoke with Brenden Mahoney, the Park Commission chair, about the Trust's recent email to the Park Commission about the Hoyts Wharf parcel.

Discuss Hoyts Wharf parcel layout

Becky Pine distributed a simple concept plan drawn by Robert Pine for the Trust free of charge. Richard Perini expects to meet with a veterans housing representative in the January/February timeframe. He will ask for minimum requirements for their group homes such as number of parking spaces.

Fran Stanley spoke with Carolyn Reed who is the Executive Director of Habitat for Humanity North Central Massachusetts. This Habitat chapter has a home model with the following attributes that has been built 7 times:

- Approximately 1,200 sq. ft.
- 3 bedroom
- Single level
- Highly energy efficient
- Can be made fully accessible.

Carolyn Read listed typical lot requirements for her organization:

- Ability to build by right
- Private septic okay
- Private well okay

Fran Stanley was asked to find the application requirements for Natural Heritage and to reach out again to Misty Ann Marold about the amount of acreage needed to accommodate any 2:1 mitigation requirement. The Trust needs to know what Natural Heritage will require so that the parcel size created will be a buildable lot. Charles Vander Linden reiterated need for a list of tasks associated with bringing this project to fruition. For example, the Trust has not done a perc test yet. Richard Perini suggested asking MHP (Massachusetts Housing Partnership) to do a site plan for this parcel.

Update on Vacant Housing Authority Units

John Sopka reported that as of the November housing authority board meeting, all interior repairs have been done on the Still Meadow unit. The Housing Authority is now working on tenant selection. Executive Director Lisa Larrabee is preparing a report for the Trust. The next housing authority board meeting will be January 4, 2024 at 5 pm.

John Sopka added that the housing authority may have another vacant unit at Sandy Pond that needs repairs. Richard Perini offered to give another free repair estimate to assist the housing authority with the repairs.

Motions to enter executive session

At approximately 8:50 pm, Trust members voted to enter executive session to discuss town owned properties and review draft minutes.

Charles Vander Linden moved to enter executive session and later adjourn without returning to regular session pursuant to M.G.L. Chapter 30A, §21(a), Clause 6 – “To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.” – PURPOSE – town owned properties. Becky Pine so declared. Carolyn Perkins seconded and the motion carried (5:0) by roll call vote of Pine – aye, Francisco – aye, Perini – aye, Perkins – aye, and Vander Linden -- aye.

Phil Francisco moved to enter executive session 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” – PURPOSE – Review, Approve and Consider the Release of Executive Session Minutes. Charles Vander Linden seconded and the motion carried (5:0) by roll call vote of Pine – aye, Francisco – aye, Perini – aye, Perkins – aye, and Vander Linden -- aye.

Next meeting: Thursday, January 4, 2024 at 7 pm

Other

upcoming dates:

Heritage Landing ZBA hearing on Wednesday, January 3, 2024 at 6:30 pm.

Complete Draft Proposal due by 4 pm on Thursday, January 11, 2024

CPC discusses feedback on complete draft proposals Monday, February 12, 2024

Final Proposal due by 4 pm on Thursday, February 22, 2024

Notes by Fran Stanley