



Grafton Affordable Housing Trust

Grafton Memorial Municipal Center
RECEIVED TOWN CLERK
30 Providence Road
GRAFTON, MA 01519

Meeting Minutes
Wednesday, May 8, 2013
7:30 p.m.

2014 SEP 9 PM 12 00

Present:..... Chairman John Carlson, Clerk Edward Prisby, Members Peter Adams and Charles Pratt

Absent:..... Vice Chairman Debbie Kochevar

Also Present:..... Ann Morgan, Assistant Town Planner

John Carlson called the meeting to order at 7:35 p.m.

1. Presentation / Discussion: Housing Production Plan – Karen Sunnarborg

The Trust and Ms. Sunnarborg reviewed the newest edits and data related to the draft housing production plan. Ms. Sunnarborg noted that the data shows that Grafton is still one of the fastest growing towns in the region and the state. She stated that the draft plan was ready for distribution to the Board of Selectmen and the Planning Board for their review. It was further recommended that the Trust organize a joint meeting with the two boards to make a presentation of the draft and seek their endorsement which is required by the state as part of the submittal process. The Trust reviewed the meeting calendar and identified July 8th as a potential date for a joint meeting.

Motion to direct staff to distribute the Draft Housing Production Plan to the Planning Board and the Board of Selectmen and further request a joint meeting on July 8, 2013 for presentation and endorsement of the Plan made by Ed Prisby, seconded by Charles Pratt. Motion passed unanimously.

2. Action Items

a.) **Open Session Meeting Minutes** – Motion to accept the following meeting minutes as drafted:

- August 22, 2012
- September 19, 2012
- December 13, 2012
- January 7, 2013
- February 6, 2013
- February 14, 2013
- February 14, 2013 – Executive Session
- February 20, 2013
- February 20, 2013 – Executive Session

made by Edward Prisby, seconded by Charles Pratt. Motion passed unanimously.

b.) **Contractor Services – Interior Painting Quotes (3) – 30 Tulip Circle**

Ms. Morgan reported that she had contacted three local companies about pricing for painting the interior of the condo unit. All three contractors met her at the unit and sent in quotes as follows:

1. Heffernan Painting - \$5,550.00
2. E.W. Gemme & Sons - \$3,100.00
3. Mulvey Painting, Inc. - \$3,600.00

Motion to hire E.W. Gemme & Sons to paint the interior of 30 Tulip Circle made by Ed Prisky, seconded by Charles Pratt. Motion passed unanimously.

Mr. Adams asked that the contractor be required to submit a worker's compensation liability insurance information before work begins. There was some discussion on how to proceed if Gemme could not provide that documentation. There was concern for the time frame in getting the unit ready for showings and resale. If Gemme couldn't provide the information then the Trust felt that Mulvey would be the next best choice under the condition that they could provide it.

Motion to hire Mulvey Painting, Inc. in the event that E.W. Gemme & Sons could not provide the required worker's compensation liability insurance documentation on the condition that Mulvey Painting, Inc. could provide the documentation made by Ed Prisky, seconded by Charles Pratt. Motion passed unanimously.

c.) Hilltop Farms – 54 Buttercup Lane – resale of affordable unit

The Trust received a copy correspondence to the Board of Selectmen from CHAPA that 54 Buttercup Lane, and affordable unit, was going to be resold. The Selectmen have been asked if they wish to exercise the Town's right of first refusal based on the terms of the deed rider. The Trust has been asked to offer its recommendation. The Trust directed staff to forward the standard recommendation regarding resale of affordable units whereby CHAPA is asked to locate an affordable buyer.

3. New Business

a.) Financial Update – a copy of the most recent activity report prepared by the Town Accountant was distributed.

b.) Public Hearing: Finance Committee review of CPC articles and Affordable Housing Trust grant request – The Finance Committee has set its schedule for

hearings on the warrant articles. John Carlson stated that he would attend that meeting on behalf of the Trust.

4. Old Business

a.) 30 Tulip Circle

– Lottery – Ms. Morgan reported that she had contacted CHAPA to discuss the marketing of the unit. Elisa Campbell of CHAPA confirmed that her organization has marketed the unit and is working with a realtor. Ms. Campbell would direct the realtor to Ms. Morgan so that they could coordinate showings and administrative work.

– Tax Bill – The tax bill and request for abatement has been submitted to the Assessor's office for review and final action by the Board of Assessors.

Grafton Affordable Housing Trust

Meeting Minutes

May 8, 2013

Page 3

b.) 28 Daffodil Court – Foreclosure Notice

The Trust has received notification that this unit is going to be foreclosed upon. There was discussion about whether or not to pursue purchasing the unit. It was noted that in the past a number of these foreclosure issues have been resolved by the owner and bank before it goes to auction. More due diligence about the circumstances was deemed necessary. It was decided that the Trust would reach out to the current owner to see if any assistance could be provided and, if not, if the owner would be willing to discuss the sale of the unit to the Trust.

Motion to have staff draft a letter on behalf of the Trust to be signed by the Chairman to the property owners of 28 Daffodil Court regarding the foreclosure notice and ways the Trust can assist them made by Peter Adams, seconded by Charles Pratt. Motion passed unanimously.

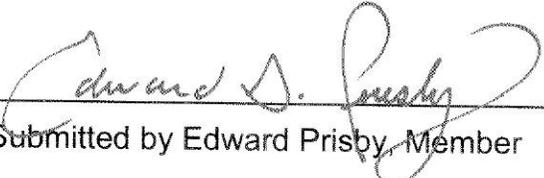
c.) 25 Worcester Street – no discussion.

d.) Pulte / Hilltop Farms Lawsuit – Mr. Prisby noted that the Trust does not have any status report on the lawsuit between the State, Town and Pulte Corporation regarding Hilltop Farms. Since the proceeds of any settlement will be distributed to the Trust it was felt that a regular update would be necessary. Mr. Carlson pointed out that as ongoing litigation the Selectmen's deliberations were held confidential under the rules of Executive Session. Any updates to the Trust would fall under the same rules. Mr. Carlson stated that he would contact the Town Administrator about an update for the Trust.

e.) Next Trust Meeting – it was agreed that the Trust would meet again on May 23, 2013 to expedite additional items relating to the sale of 30 Tulip Circle. Staff was directed to set up that meeting.

3. Executive Session – none.

4. Adjournment – Motion to adjourn the meeting made by Ed Prisby, seconded by Peter Adams. Motion passed unanimously. The meeting was adjourned at 9:25 p.m.


Submitted by Edward Prisby, Member

