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Grafton Affordable Housing Trust
30 Providence Road
Grafton, MA 01519

2016 APR 14 AM 10 25

Meeting Minutes

February 10, 2016

A meeting of the Grafton Affordable Housing Trust was held on February 10, 2016 in Conference Room A of the Grafton Memorial Municipal Center.

Present: Chairman John Carlson, Treasurer Dan Crossin, and Members Bruce Spinney & Mary Campbell
Also present were Ann Morgan, Assistant Town Planner.

Chairman Carlson called the meeting to order at 7:02 p.m.

1. Action Items

- a. Outstanding Meeting Minutes – none available; item tabled.

2. Treasurer's Report

Mr. Crossin noted that he had reviewed the Town Accountant's report. No expenditures or income added since the last meeting.

3. New Business

- a. New Trust Logo – Mr. Carlson noted that he had worked with Ms. Morgan to develop a new logo for the Trust. Originally this was intended for the public forum but he would now like the Trust to use this logo for all work as it will provide a stronger visual identity / branding than the last logo.

Motion to adopt the new logo made by Mr. Spinney, seconded by Mr. Crossin. Motion passed unanimously, 4-0.

- b. CPC Application – Affordable Housing Reserves; Ms. Morgan noted that she is preparing to submit the annual application to the Community Preservation Committee for the transfer of CPA Affordable Housing Reserves to the Trust. This is an annual occurrence and, to date, the Trust has not requested nor competed with others for other funding relating to affordable housing. Mr. Spinney noted that CPC has been supportive of the work of the Trust and that the Trust should work closing with CPC if additional funds for a specific project may be required. He encouraged the Trust to advocate their mission with the CPC.

4. Old Business

- a. Community Forum – The Forum will be held on March 3, 2016 at the South Grafton Community House. Mr. Carlson noted that he is scheduled to meet with the Council on Aging tomorrow and that he and Mr. Crossin will be filming an interview at GCTV to promote the event. Ms. Morgan reviewed additional workshop details including the estimated food cost. The Trust has retained Chef du Jour who was asked to provide food and drink at a \$5.00 per person cost. It was suggested that the Trust increase that price to \$10.00 per person and

provide a more substantive meal offering considering that the workshop will be held over a 3 hour period. The Trustees were in agreement on that point.

- b. Fisherville Mill Site – Gene Bernat; Mr. Bernat was present to provide an update on his project and the potential role of the Trust. He noted that he would not be able to attend the upcoming workshop but wanted the Trust to know that he was still very interested in partnering with them in developing affordable housing on the site. Mr. Bernat provided an overview of the site's history including the ongoing environmental clean-up and the long standing investments that he and his company have made to prepare the site for development. Work to date could not have been achieved if it weren't for the collaborative work between public and private entities. Mr. Bernat noted that he had recently appeared before the Planning Board to discuss potential changes to the Fisherville Smart Growth Overlay District to better accommodate the economic forecast and environment. It was noted that there would need to be some changes in the distribution of commercial and residential requirements particularly on the south portion of the site (also known as the Agway parcel). No changes would impact the overall percentage of required affordable housing units to be built. Mr. Bernat has been working with DHCD and the Town Planner to recommend changes to the zoning which will enable him to better market the parcel to potential developers. To date he has met with several interested parties. Changes in zoning plus ongoing Town support, including financial assistance from the Trust, will be a major factor in bringing a project forward. His intent is to build out the south parcel first and then move on to the larger northern parcel. Some options being discussed is a mix of ownership and rental units. The rental units are particularly important as the Town would receive credit for 100% of the rental units of 25% of them are deed restricted affordable. One option is for the development of an assisted living facility but Mr. Bernat was uncertain how or if those units would qualify with DHCD as affordable. Mr. Bernat stated that he wanted to keep an "open door" with the Trust and that he anticipated a project coming forward in the near future.

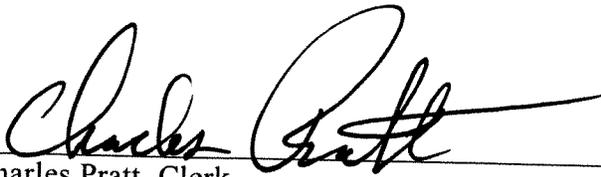
5. Staff Update

- a. Ms. Morgan noted that the new software platform for the Town's website provides a lot of opportunity to reach out the community and provide a wide array of materials to educate and inform. A new feature, News & Announcements, has been created for the Affordable Housing Trust. People, including members of the Trust, can sign up to receive email notification of upcoming events or other material related to the work of the Trust. Mr. Spinney noted that he would like to see more information posted about the various aspects of "affordable" as there is a lot of misconception about the differences in programs for low and moderate needs. Mr. Carlson echoed those thoughts noting that this was obvious in the stakeholder results prepared by Ms. Goldson.

6. Adjournment

Motion to adjourn the meeting made by Mr. Spinney, seconded by Ms. Campbell. Motion passed unanimously, 4-0. The meeting was adjourned at 8:29 p.m.

Respectfully submitted,



Charles Pratt, Clerk

EXHIBITS

- Grafton Affordable Housing Trust – Workshop Invitation List; spreadsheet; 2 pages.
- Draft Agenda – Grafton Affordable Housing Trust Action Plan Community Workshop; March 3, 2016, South Grafton Community House; 1 page.
- Workshop Planning Guide and Checklist; prepared by JM Goldson; 1 pages.
- Community Workshop Participant Exercises; 4 pages.
- Facilitation Tips, prepared by JM Goldson; 2 pages.
- Stakeholder Interviews, Summary of Findings – Town of Grafton – Grafton Affordable Housing Trust Action Plan 2016 Project; prepared by JM Goldson, 12/17/15; 7 pages.
- Summary of Local Housing Needs, Goals, & Strategies – Town of Grafton – Grafton Affordable Housing Trust Action Plan 2016 Project; prepared by JM Goldson, 10/20/15; 7 pages.