



RECEIVED TOWN CLERK **Grafton Affordable Housing Trust**  
GRAFTON, MA  
30 Providence Road  
Grafton, MA 01519

2016 APR 14 AM 10 25

## Meeting Minutes

June 17, 2015

A meeting of the Grafton Affordable Housing Trust was held on June 17, 2015 in Finance Committee Meeting Room of the Grafton Memorial Municipal Center.

Present: Chairman Ed Prisby, Clerk Charles Pratt and Member Dan Crossin. Also present were Ann Morgan, Assistant Town Planner.

Chairman Ed Prisby called the meeting to order at 7:03p.m.

### 1. Discussion Items

Sotir Papalilo – 23 Prentice Street: Mr. Papalilo noted that he had recently purchased the property and presented ideas for the use of the land. He could use land for the development of affordable rental units which would require ZBA approval as a 40B project. The site would require sewer and water extended from Elm Street or Route 140. The existing duplex on the site is in disrepair and does not meet code. It would have to be demolished. Mr. Crossin stated that he would like to see the site. Staff was directed to set up a site walk for all the Trust members and Mr. Papalilo.

### 2. Action Items

- a. Scope of Services – J. M. Goldson. The Trust reviewed the scope of services and the terms attached for hiring Ms. Goldson to develop an action plan for the Trust. Motion to accept the proposed scope of services made by Mr. Pratt, seconded by Mr. Crossin. Motion passed unanimously.
- b. Outstanding Meeting Minutes. The Trust review draft meeting minutes for the following dates:
  - March 4, 2015
  - March 30, 2015
  - April 22, 2015
  - May 20, 2015

Motion to accept the meeting minutes as drafted made by Mr. Crossin, seconded by Mr. Pratt. Motion passed unanimously.

### 3. Old Business

- a. Mr. Crossin noted that, as directed by the Trust, he had done some research as to where the Trust funds should be invested. He reviewed the operations and procedures manual, specifically Section 5 and Appendix B. The Trust can have multiple accounts and can invest as deemed appropriate. As the Trust funds become more diversified there needs to be someone who tracks all record keeping with regards to investments, expenditures, the annual audit, etc. He recommended that the Trust appoint a treasurer or a subcommittee to manage the Trusts funds. Mr. Prisby asked that staff do some research about officer job descriptions as the Operations & Procedures manual do not define these roles. The role / position of Treasurer will be taken up at the next Trust meeting.

**4. New Business**

Mr. Crossin noted that received a phone call from Attorney Vhay regarding a bill for services that he recently submitted to the Trust. Mr. Vhay wishes to have his position considered. There was a question in regards to this matter qualifying for Executive Session. It was determined that the matter did not qualify under the rules of Executive Session. Mr. Prisby noted that more members of the Trust need to be present and asked that the matter be held until the next meeting

**5. Adjournment**

Motion to adjourn the meeting made by Mr. Pratt, seconded by Mr. Crossin. Motion passed unanimously, 3-0. The meeting was adjourned at 7:45 p.m.

Respectfully submitted,



---

Charles Pratt, Clerk