



RECEIVED TOWN CLERK
GRAFTON, MA

2023 FEB 15 1 PM 2:49

Grafton Affordable Housing Trust
30 Providence Road
Grafton, MA 01519

MEETING MINUTES
Grafton Affordable Housing Trust
Thursday, January 12, 2023
7:45pm
Conference Room F
Grafton Memorial Municipal Center

Call to Order

The meeting was called to order at 7:45pm by Chair Bruce Spinney. In attendance were Chair Bruce Spinney, Select Board Representative Mat Often, Clerk Dan Cusher, Brittany Morgan, and Eric Swenson. Ed Prisby and Lakisha Carpenter Papoutsakis were absent. Also in attendance were Administrative Assistant Amber Diffenderfer and the Trust's counsel, Kathleen O'Donnell.

1. GSX Grant Agreement

Ms. O'Donnell presented a draft of the Affordable Housing Grant Agreement with GSX.

The Trust requested that language be added to the agreement that would allow the Town to keep the land if GSX were to backout at any point during the process.

2. High Point Settlement

Mr. Spinney stated that a developer was granted a 40B comprehensive permit at High Point but did not build on three of the lots. He stated that there has been a negotiation with the ZBA that resulted in the Trust being given lot 74, lot 48, and \$100K because the developer failed to build two of the affordable units that were included in the permit.

The Trust looked at the lots on the drainage plan and discussed what could be done with them.

Ms. O'Donnell spoke on her findings when reviewing the two deeds.

Mr. Spinney stated that he would draft a letter to the ZBA requesting that the Trust be given the \$100K but not the lots, and the Trust could vote on it at their next meeting.

5. Feedback for the Bylaw Study Committee

Ms. O'Donnell presented the four clauses that she recommends adding to Article 35: Affordable Housing Trust By-Law.

Mr. Often made a motion seconded by Mr. Cusher to accept the suggested amendments and pass this feedback along to the By-Law Study Committee. Motion passed 5 – 0.

3. RFP for Housing Production Plan

Mr. Spinney stated that the proposal by Karen Sunnarborg was the only bid, it was unsealed by Ms. Diffenderfer and Procurement Officer William Blake, and it met all the criteria.

Mr. Swenson made a motion seconded by Ms. Morgan to accept the single bid for the Housing Production Plan. Motion passed 5 – 0.

Ms. Diffenderfer agreed to reach out to Ms. Sunnarborg and invite her to the next meeting.

4. RFP for 25 Worcester Street

Mr. Spinney stated that the completed RFP was received from Massachusetts Housing Partnership and once it was released, they would send it directly to several developers. He spoke on the timeline and the ZBA process of this project relative to the Town being in safe harbor.

Mr. Often made a motion seconded by Mr. Swenson to accept the RFP as drafted. Motion passed 5 – 0.

6. 2022 Annual Town Report

Ms. Diffenderfer presented a draft of the 2022 Report of the Affordable Housing Trust.

Mr. Often made a motion seconded by Mr. Cusher to authorize Ms. Diffenderfer and Mr. Cusher to draft and amend the report as they see fit. Motion passed 5 – 0.

7. Meeting Minutes

- a. **May 26, 2022**
- b. **August 16, 2022**
- c. **October 13, 2022**
- d. **November 10, 2022**

Mr. Often made a motion seconded by Mr. Cusher to accept the meeting minutes for May 26, August 16, October 13, and November 10 of 2022 as drafted. Motion passed 5 – 0 at 9:18pm.

Adjourn

Mr. Swenson made a motion seconded by Mr. Often to adjourn. Motion passed 5 – 0.

The Trust's meeting packets are available at: <https://www.grafon-ma.gov/AgendaCenter/Affordable-Housing-Trust-3>

A full recording of this meeting is available at <https://youtu.be/dHyGfTyoAdk>