



## Arlington Affordable Housing Trust Fund Board of Trustees

Date: June 22, 2023  
Time: 7:00 P.M. – 8:30 P.M.  
Location: Conducted via remote participation  
Present: Karen Kelleher, Neal Mongold, Jaclyn Pacejo, Eric Helmuth,  
Absent: Phil Tedesco, Jack Nagle, Vicmarie Santiago, Beth Elliott

### Minutes

#### 1. Action Plan Implementation - Updates

a. Grant requests and process; The Trustees discussed the process for making a grant or loan to the HCA for the Sunnyside project, which will be the Trust's first funding award. We discussed development of an application form and supporting materials to be submitted by HCA and other entities to be funded in the future, need to hire counsel to prepare loan documentation and suggestion to use MassDocs documents and approved counsel to align with common practice for public affordable housing lenders. Staff to follow up on procurement of counsel, preparation of documents. Jaclyn Pacejo and/or Karen Kelleher offered to provide support.

b. ARPA proposal; The Trustees discussed possible uses for the Town's ARPA funds consistent with the action plan, need to understand eligible activities and restrictions under ARPA, propose a use and a path forward to Town Manager. Outside counsel can also support this.

#### 2. Acceptance of FY24 Community Preservation Act Grant (\$370,000)

Karen reported that we had received a \$370,000 award from the CPA Committee, which was \$120,000 more than the requested \$250,000, and shared the grant agreement. She noted that the Trust had discussed making a \$250,000 grant to the HCA for the Sunnyside project with the CPA Committee. She expected that the additional \$120,000 is intended to be flexible funding for other activities implementing the Action Plan, but are clarifying with the CPAC since the grant agreement appears to earmark all of the funds for Sunnyside. Karen will request the change to the grant agreement if CPAC is in agreement and requested a vote to authorize execution of the grant agreement. **The voting Trustees present voted unanimously to approve execution of the Grant Agreement by the Chair in substantially the form provided, including with the amendment noted, if approved.**

*Meeting adjourned.*