



**Boxborough Affordable Housing Trust  
Meeting Agenda  
April 15, 2015, 11:00 AM  
Boxborough Town Hall  
Morse-Hilberg Meeting Room**

Attendees:

BAHT trustees

Guests: Jennifer Barrett, Town Accountant  
Patrick McIntyre, Town Treasurer  
Chuck Patterson, Bartholomew  
Adam Duchesneau, Town Planner  
Selina Shaw, Town Administrator

**RECEIVED**  
**APR 10 2015**  
**2:55 PM**  
**TOWN CLERK**  
**TOWN OF BOXBOROUGH**

1. Review of BAHT funds - Bartholomew
  - a. Current balances
  - b. Historical rates of return, fees
  - c. Interpretation of fund statements
2. Review of trust fund structure and update on reporting and tracking – Jennifer et al
  - a. Expense-Variance charts 812, 248
  - b. Alternative reporting options
3. Approval of minutes of Dec 11, 2013, Jan 29, 2014, Nov 10, 2014
4. Funding request(s) from the Boxborough Housing Board – Al Murphy
5. Use of Trust funds with CPA funds: guidelines and process – Ron Vogel, Jennifer and all
6. Election of Chair
7. Update on Stow Road project RFP – Al, Les
8. Further discussion: project funding appropriations and expense approval process - Fox, Murphy
9. Any other business
10. Adjourn