

Westport Affordable Housing Trust Virtual Meeting of Feb. 28, 2024

Zoom Meeting Participants: Acting Chair Craig Dutra (CD); Vice Chair Henry Lanier (HL); Ann Boxler (AB); BettyAnn Mullins (BM); CPA liaison Betty Slade; consultant Leonardi Aray; and Interim Housing Specialist Robert Barboza.

1. Call to Order

The virtual meeting was called to order by the Acting Chair at 4:30 p.m. with CD, HL, AB, and BM participating via computer link or telephone link. The meeting began with the Pledge of Allegiance; notice was given that the meeting was being recorded.

2. Minutes: Jan. 31, 2024 Regular Meeting Minutes.

The minutes were reviewed by members, with no questions or comments.

MOTION by HL to approve the minutes of the Jan. 31, 2024 meeting as presented. Second by CD. The motion passed on a 4-0 roll call vote: HL aye; CD aye; AB aye; BM aye.

3. Meeting Schedule

It was noted that the next virtual meetings would be scheduled for 4:30 p.m. on March 27 and April 24, 2024.

4. Financial Report/Invoices/Office Matters

Mr. Barboza reviewed the financial report dated 2/23/24 showing current expenses and account balances. The Acting Chair asked for ratification of the 1/31/24 voucher for Robert Barboza for professional services, \$1,350.00; and approval of 2/23/24 voucher for professional services from Robert Barboza, \$960.00; and the 2/28/24 voucher for Leonardi Aray Associates for \$2,450.00 for consulting services.

MOTION by CD to approve payment of the vouchers listed from Robert Barboza and LAA. Second by AB. The motion passed on a 4-0 roll call vote: CD aye; HL aye; AB aye; BM aye.

HAO Report: Mr. Barboza noted that the Sodom Road duplex tour was scheduled for 3 p.m. on Wednesday. He suggested that the Trust should consider publicly endorsing the Infrastructure Oversight Committee's recommendations to Town Meeting to fund the Route 6 water and sewer line project; the upcoming updated Master Plan commits the Trust to actively supporting zoning and infrastructure improvements that will support new affordable housing development. The Planning Board is sponsoring zoning changes for the Science & Technology Overlay District near Route 6 that would allow multi-family housing in that district. Mr. Barboza noted that the Chair was seeking a decision on the BBAHFH request for additional funding for the Sodom Road homes to offset inflationary shortfalls in the project budget. Ms. Slade asked if CPA funding could be sought to fund additional support; LA noted that BBAHFH can apply directly to CPC for CPA funds. There was general agreement that there would be no action on the request at this time. BM indicated she would abstain from any discussion or voting on the matter as she is employed by the BBAHFH project's lender.

MOTION by AB to table action on the funding request, leaving the matter open for future consideration. Second by CD. The motion passed on a 3-0-1 roll call vote: HL aye; CD aye; AB aye; BM abstain.

5. LAA – Programs, updates

Mr. Aray reviewed the draft RFP package for a formal land acquisition program, with the basic requirement being a parcel of 10 acres or more that would support a mid-size development of up to 30 housing units, with the site being able to accommodate a suitable wastewater system. He noted that land donations would exempt from the formal acquisition process. BM suggested that the 30-unit provision might discourage owners of parcels under 10 acres from offering their land to the Trust. Mr. Aray noted that a large scale development was the stated goal of the land search effort. Ms. Slade noted that a local developer's numerous properties in Westport were currently being marketed; LA suggested the Trust could not directly pursue those properties without the RFP process being advertised first. Mr. Aray indicated he would continue refining the RFP package and provide a revised document for the next meeting.

6. BBAHFH – Site Visit

The executive director for the Buzzards Bay Area Habitat for Humanity has invited Trust members to tour the nearly-completed duplex homes on Sodom Road on March 6; the tour was later postponed to March 27 after consulting with the Chair.

8. Executive Session

There being no potential real estate purchases to consider, this item was passed over. .

MOTION by AB to adjourn the meeting at 5:16 p.m. Seconded by CD. The motion passed on a 4-0 roll call vote: AB aye; CD aye; HL aye; BM aye.

Approved Date: 3/27/24