

Westport Affordable Housing Trust Fund
Meeting of March 23, 2016 at Westport Town Hall

Meeting was called to order at 4:05 p.m. by Chair Liz Collins (LC) with following members present: Warren Messier (WM), Craig Dutra (CD), and BettyAnn Mullins (BM); absent were members Jim Sabra, Henry Lanier. Also present were Housing Specialist Leonardi Aray (LA) and recording clerk Robert Barboza. The meeting commenced with the Pledge of Allegiance.

MINUTES: The minutes of the Jan. 27, 2016 meeting were reviewed, with a motion to accept as submitted made by WM, and seconded by BM; the vote was 3-0-1 to approve, with CD abstaining. The minutes of the Feb. 24, 2016 meeting were reviewed, with a motion to accept as submitted made by CD, and seconded by WM; the vote to approve was unanimous.

MEETING SCHEDULE: The next meeting of the Trust is scheduled for 4 p.m. on Wednesday, April 27; future meetings are planned for May 25 and June 22 at Westport Town Hall.

INVOICES/FINANCIAL REPORT: A motion to approve an invoice from Robert Barboza in the amount of \$550.00 was made by CD, seconded by WM, and approved unanimously. A motion to approve an invoice from LA in the amount of \$3,377.50 was made by CD, seconded by WM, and approved unanimously. A motion was made by WM, and seconded by CD to approve an invoice from Atty. Kathleen O'Donnell in the amount of \$135.00 was made by CD, seconded by WM, and approved unanimously. A motion to approve an invoice from LA for \$60.60 for reimbursable expenses was made by WM, seconded by CD, and was approved unanimously.

LA presented the monthly financial update of expenditures and proposed spending for Fiscal Year 2017.

NOQUOCHOKO VILLAGE UPDATE: LA indicated that The Community Builders, Inc. has submitted their final application to DHCD for Low Income Housing Tax Credits, after his review of the revised proposal with TCB's project manager. A notable change is the addition of \$280,000 in town funding obtained through the Community Preservation Act fund. A copy of the TCB final application is available in the Housing Assistance Office for member and public review.

LA reported on the March 8 continuation of the special permit hearing by the Planning Board, and the issues raised and resolved at that meeting, continued until April 19. CD suggested the Trust meet with state legislators to update them on the progress of the project, and the need to support the Low Income Housing Tax Credit application from TCB; he also suggested resident support letters be forwarded to legislators, or that residents be asked to e-mail letters of support directly to legislators. CD also asked that a meeting with the police chief be set up to discuss the request for a card-controlled gate at the entrance to the site.

HOUSING ASSISTANCE OFFICE SPACE: There was a general discussion of a proposal to relocate the Housing Assistance Office to the Town Hall Annex as part of an office space relocation plan. The proposal remains in limbo, but there was no specific support for the idea by members.

HOUSING SPECIALIST REPORT: LA suggested that the Trust move forward with plans to re-establish the SEED Housing Program or a Housing Rehabilitation Program. There was considerable discussion of the DHCD requirement for a 15-year deed restriction for properties granted housing rehab

funding. With a typical grant award of \$25,000 anticipated for the rehab program, it was estimated that six to eight homes could be selected to take part in the program. LC volunteered to get guidelines and restrictions adopted by other communities for similar rehab programs; LA will make a presentation on guidelines for a new program at the April 27 meeting.

A motion to adjourn the meeting came at 5:26 p.m. from WM, seconded by CD. The vote to adjourn was unanimous.