

Westport Affordable Housing Trust Meeting
Minutes, Meeting of June 24, 2015

Present: Liz Collins (LC), Craig Dutra (CD), Warren Messier (WM), James Sabra (JS), Elaine Ostroff (EO); Housing Specialist Leonardi Aray (LA), Recording Clerk Robert Barboza. Absent: Member Nicholas Christ (NC).

Meeting called to order at 3:02 p.m. and opened with the Pledge of Allegiance. LC noted the Trust is still seeking potential members to fill two vacancies; one created by the recent resignation of Brian Corey Jr. and one pending due to the departure of Elaine Ostroff.

MINUTES: The minutes of the May 27, 2015 meeting of the Westport Affordable Housing Trust were reviewed; WM notes his name should not be listed among absent members; motion to approve as amended by CD, second by EO, approved unanimously.

MEETING SCHEDULE: The next meeting of the Trust is scheduled for 3 p.m. on July 22, 2015. There was some discussion of a change of meeting times, but no votes were taken.

INVOICES: Invoices totaling \$4,047 were submitted and reviewed: \$526.50 for Westport Housing Office clerk Robert Barboza; \$3,412.50 for Housing Specialist Leonardi Aray; and \$108.28 for Housing Specialist reimbursements. Motion to approve as submitted by CD, second by WM, approved unanimously.

HOUSING SPECIALIST REPORT: Fiscal Year 2016 budget total of \$570, 832.31 submitted by LA, including HOPP program funding, SEED program funding. LA reports on attendance at Mass Housing Partnership's Annual Housing Institute workshops, noted House Bill 1111 providing incentives to support creation of small scale (up to 25 units) affordable housing units was before the Legislature. EO asked if such a program, or similar grant funding, might be used to finance lacking infrastructure needs to accommodate affordable housing development in Central Village. JS suggests such small scale development served by an alternative septic system such as the one used at OakRidge would cost over \$1 million, making it prohibitive to potential developer; LA was asked to gather information on such alternative septic systems. LA reported on Bourne information session on housing rehabilitation program for low income households through USDA loans and grants, noting Westport would qualify for such repair/rehab program funds and loan money for purchases.

OFFICE MATTERS: Proposed extension of contracts for FY16 with LA and Housing Office Clerk Robert Barboza submitted; LC suggests tabling the matter until the next meeting. HOPP update: Revised budget for repairs at the Reed Road property includes estimate of \$3,800 for electric service upgrades; voucher for \$1,000 deposit for electrician James J. Long approved on motion by EO, second by WM, with unanimous vote. LA submits balance report on Westport Rehabilitation Program recaptured funds, totaling \$190,085.91 available for new loans; LA was asked to check with town administrator, CDBG on protocol for transferring funds to WAHTF for re-use.

NOQUOCHOKE VILLAGE UPDATE: Documents for deed transfer of town property to control of WAHTF are signed and directed to be passed on to Board of Selectmen for signing. LA asked to get figure for cost of recording the documents: 1) Assignment of purchase and sale agreement to WAHTF signing motion by CD, second by WM, approved unanimously. 2) Quitclaim deed signing motioned by CD, second by WM, approved unanimously. 3) Deed release signing motion by CD, second by JS, approved unanimously. Town Clerk Marlene Samson called in to notarize the documents. Chapter 43D

priority development application form signing completed; LA reports successful percolation tests at the NV site without notification to WHO or abutters; LC reports abutor report of damage to telephone pole at the site, denied by TCB engineer supervising perc tests; LA reports wetlands delineation still to be done, TCB design team plans to meet at the end of July.

A motion to adjourn was made at 4:03 p.m. by JS, second by CD, approved unanimously.