

## **Westport Affordable Housing Trust Virtual Meeting of Oct. 25, 2023**

Zoom Participants: Chair Jim Sabra (JS); Craig Dutra (CD), Vice Chair Henry Lanier (HL), Teri Bernert (TB) via telephone; BettyAnn Mullins (BM); and Interim Housing Specialist Robert Barboza.

### **1. Call to Order**

The virtual meeting was called to order by the Chair at 4:33 p.m. with HL, BM and TB also participating via computer link or telephone link. The Chair read the notice of Open Meeting Law provisions governing remote meetings, and the meeting began with the Pledge of Allegiance.

### **2. Minutes:** Sept. 27 2023 Regular Meeting Minutes.

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

**MOTION** by BM to approve the minutes of the Sept. 27, 2023 meeting as presented. Second by HL. The motion passed on a 3-0-1 roll call vote: BM aye; HL aye; TB aye; JS abstaining as he did not take part in that meeting.

### **3. Meeting Schedule**

It was noted that the next virtual meetings would be scheduled for 4:30 p.m. on Nov. 29, 2023 and Dec. 27, 2023. No objections raised to either date.

### **4. Financial Report/Invoices/Office Matters**

Mr. Barboza reviewed the financial report dated Oct. 18, 2023 showing current expenses of \$1160.00 for an invoice for professional services, being deducted from the Housing Specialist budget, and showing a balance total of \$613,670 in Trust accounts.

**MOTION** by BM to approve payment of the 10/18/23 voucher from Robert Barboza for \$1,160.00 for professional services. Second by HL. The motion passed on a 4-0 roll call vote: BM aye; HL aye; TB aye; and JS aye.

HAO Report: Mr. Barboza reviewed the recent documents and reports emailed to members in recent weeks, including the final draft of the Housing Production Plans' section on Housing Goals and Strategies. Mr. Barboza asked for input on the draft letter to the Long Term Building Committee, Community Preservation Committee, and Select Board giving notice of Trust interest in any vacant or surplus town land suitable for affordable housing consideration. After brief discussion, he was authorized to send the second draft of the document to the above-named boards and committees.

### **5. Final Draft HPP Housing Goals and Strategies**

Mr. Barboza explained some of the strategies, goals, and actions that the Affordable Housing Trust will be expected to endorse, implement, or otherwise support as part of the community effort to create the proposed housing options outlined (multi-family, etc.) Mr. Barboza encouraged members to provide individual or joint responses to SRPEDD on the proposed Goals and Strategies before the public hearing where community input will help finalize the HPP.

CD joined the meeting via computer link at 4:50 p.m. The telephone connection with TB was lost just before 5 p.m.

### **6. Land Search Plan**

There was some discussion of the potential funding needed to secure up to 10 acres of suitable land for a large-scale multi-family housing development like Noquochoke Village, and of what portion of that

funding might be requested from Community Preservation Act grants. Long-range budget projections had indicated that up to \$800,000 would be needed in the next few years to reach a \$1 million target amount for land acquisition and development support. Currently, the Trust has \$200,000 earmarked for land acquisition, and another \$200,000 budgeted for support funding for private development.

#### **7. CPA Funding Request**

The land acquisition effort discussion led to preliminary consideration of a Community Preservation Act grant application for Fiscal Year 2025, due by the end of December. Mr. Barboza suggested seeking \$240,000 in funding for two CRE-HAB grants, and \$125,000 in funding for a home purchase program grant. Some members suggested that additional funding for land acquisition should also be sought for the next fiscal year. Mr. Barboza noted that the Community Preservation Committee was eager to have a Trust delegate come and speak to them about a potential grant application for next year, and possible future funding applications. The Chair indicated that he would contact the CPC to schedule an appointment for the next CPC meeting in November.

#### **8. New Business**

None.

**MOTION** by CD to adjourn the meeting at 5:12 p.m. Seconded by BM. The motion passed on a 4-0 roll call vote: BM aye; CD aye; HL aye; JS aye.

Approved Date: 11/29/23