

Westport Affordable Housing Trust Virtual Meeting of March 23, 2022

Members Participating: Chair Liz Collins (LC), Henry Lanier (HL), Ann Boxler (AB), Craig Dutra (CD) at 4:50 p.m., James Sabra (JS). Also present: Housing Specialist Leonardi Aray (LA), recording clerk Robert Barboza. Absent: David West, BettyAnn Mullins.

1. Call to order: The meeting was called to order at 4:12 p.m. by the Chair with the above members participating. The Chair announced that the meeting was being recorded, and was meeting remotely in accordance with the Governor's order allowing for such remote meetings. The meeting commenced with the Pledge of Allegiance.

2. Minutes: HL made a motion to accept the minutes of the Feb. 23, 2022 meeting as submitted. Seconded by AB. The motion passed on a 4-0 roll call vote: HL aye; JS aye; AB aye; LC aye.

3. Meeting Schedule: The Chair indicated that upcoming meetings are planned for 4 p.m. on April 27, May 25, and June 22, 2022.

4. Financial Report/Invoices: LA presented the financial report showing current invoices, including: 3/9/22 voucher for Roselli, Clark & Associates for \$3,000.00; 3/16/22 voucher for Robert Barboza reimbursement, \$11.60; 3/23/22 voucher for Robert Barboza invoice \$572.00 and Leonardi Aray Architects, \$3,342.50. Motion by JS to approve the three vouchers as listed. Seconded by HL, the motion passed on a 4-0 roll call vote: HL aye; JS aye; AB aye; LC aye.

5. BBAHFH Update: LA reported that the Buzzards Bay Area Habitat for Humanity is proposing an alteration of approved plans for the Sodom Road condominiums, adding basements beneath both units instead of building on slabs. The change is proposed because the foundation walls were made too high. He suggested the changes might impact the passive solar rating, but the homes would still be very energy efficient because of other design features. BBAHFH will probably be installing solar panels on the units, he indicated. He noted the Trust could offer to subsidize some of the additional costs that the proposed changes might incur, or ask BBAHFH to assume the extra expense of maintaining a high energy efficiency rating. JS suggested that BBAHFH be advised that it must conduct testing to ensure that passive solar house standards have been met.

6. HAO Report:

1. MODERATE INCOME HOPP: LA noted the proposed program is on hold.

2. CRE-HAB #1904: Photos showed before and after views of the work done.

3. CRE-HAB #1903: LA reported the work completed, with a new Affordable Housing Restriction to be recorded.

4. CRE-HAB #2002: LA reported contracts have been signed, and work will begin soon.

5. CRE-HAB #1901: Applicant has passed away; family considering options for the property.

6. CRE-HAB Fiscal Year 2022: About \$60,000 remains in the CRE-HAB account for Fiscal Year 2022.

7. CPA FUNDING: No updates.

8. HIGH SCHOOL RFI: LA noted that the Trust's letter of interest in the site has been submitted to the Town Administrator for the Long Term Building Evaluation Committee.

9. SEED: It was noted that there is a potential \$400,000 to be used to support large scale new housing developments (30 or more units), with \$200,000 of those funds (from CPA) earmarked for land acquisition.

7. Chapter 61A Parcels: None.

8. High School RFI: The Chair noted that she had attended the last Long Term Building Evaluation Committee meeting, and was told there are four proposals "expected" to be submitted. She suggested that letters of interest or proposals filed after the announced deadline should not be given consideration by the LTBE. She also praised Mr. Aray for the outstanding work on the Trust letter of interest and proposal package to the LTBE.

CD joined the virtual meeting at 4:50 p.m.

9. Housing Production Plan: Passed over.

10. Housing Specialist Position: LA reminded Trust members that he plans to leave the position on June 30, 2022 after 11 years of service, and a plan for replacement services is needed. LC asked for a copy of the original contract; JS suggested a subcommittee be formed to prepare a new Request for Proposals for the needed services. JS, AB and CD volunteered to serve on the subcommittee, and were asked by the Chair to begin meeting in April. LA said he would forward the original scope of services requested to subcommittee members.

LC offered public praise for Trust member BM and her daughter, and Housing Specialist LA and his son for recently volunteering for the BBAHFH work party at the Sodom Road homesite.

JS made a motion to adjourn the meeting at 5:02 pm. Seconded by CD, the motion passed on a 5-0 roll call vote: JS aye; CD aye; AB aye; LC aye; HL aye.

Approved 4/27/22