

Westport Affordable Housing Trust Virtual Meeting of May 24, 2023

Participants: At 4:00 p.m, Chair James Sabra (JS), BettyAnn Mullins (BM), Ann Boxler (AB), David West (DW) were present; Henry Lanier (HL) joined at 4:40 p.m. Also participating were Interim Housing Specialist Robert Barboza and Housing Consultant Leonardi Array. Absent was member Craig Dutra.

1. Call to Order

The meeting was called to order by the Chair at 4:00 p.m. with JS, BM, AB, and DW participating via computer link. The Chair read the Governor's Order allowing remote meetings by public boards with proper public access provided via remote connections.

2. Minutes: May 3, 2023 Regular Meeting Minutes.

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

MOTION by BM to approve the minutes of the May 3, 2023 meeting as presented. Second by AB. The motion passed on a 4-0 roll vote: JS aye; DW aye; BM aye; AB aye.

3. Meeting Schedule

Future meeting dates were discussed, and it was agreed that the next virtual meetings would be scheduled for 4:30 p.m. on Wednesday, June 28 and July 26, 2023.

4. Interest in Vacant Seat

JS reported receipt of a resume from Drift Road resident Teri Bernert, who expressed an interest in serving as a volunteer Trustee due to her background in community development, planning, and real estate project management. Reviewing her experience, there was general agreement that Ms. Bernert would be a valuable addition to the Trust membership.

MOTION by AB to recommend that the Select Board appoint Teri Bernert to the vacancy on the Affordable Housing Trust Fund. Second by BM. The motion passed on a 4-0 roll vote: JS aye; DW aye; BM aye; AB aye.

5. Financial Report/Invoices/Office Matters

Mr. Barboza reviewed the financial report dated 5/19/23, showing pending expenses and current balances in all accounts.

MOTION by BM to approve payment of the 5/19/23 voucher for professional services invoice from LAA in the amount of \$1,470.00. Second by AB. The motion passed on a 4-0 roll call vote: JS aye; DW aye; BM aye; AB aye.

Mr. Barboza provided a Housing Assistance Office Report dated 5/19/23 updating members on various communications and pending issues. It was noted that quotes for on-call legal services have been requested from a New Bedford firm and another firm from Brookline. Discussion of rates, services, and a possible contract for legal services to be put on the agenda for the next meeting.

6. Housing Consultant - LAA

Consulting Housing Specialist Leonardi Array of LAA reported that scope of work documents, draft promissory notes and affordable housing restrictions have been prepared for two pending CRE-HAB grant applications. Estimates for work are being solicited for those projects. It is expected that the two potential awards of up to \$40,000 each would exhaust the current CRE-HAB budget for this fiscal year.

Mr. Aray noted an inquiry about the availability of CRE-HAB funds for a HOPP home needing roof repairs. It was agreed that the SEED program should remain on hold for the present time.

7. Habitat for Humanity Update

Included in the meeting package was an email update on the Sodom Road home building project from BBAHFH executive director Christine Lacourse, noting recent work accomplished and indicating a probable completion date of December 2023. It was suggested that update photos be posted on the Trust website, and shared on social media. DW suggested that Ms. Lacourse be asked for a donor and volunteer list so the Trust can publicly thank them for their efforts.

7. New Business

None.

MOTION by AB to adjourn the meeting at 4:51 p.m. Seconded by DW. The motion passed on a 5-0 vote: JS aye; DW aye; AB aye; HL aye; BM aye.

Approved Date: 6/28/23 (3-0-1)