**Westport Affordable Housing Trust**

**Virtual Regular Meeting of May 26, 2021**

Participants: Chair Liz Collins (LC), Ann Boxler (AB), James Sabra (JS); David West (DW); BettyAnn Mullens (BM). Housing Specialist Leonardi Aray (LA), Recording Clerk Robert Barboza. Absent: Warren Messier, Henry Lanier.

The meeting was called to order at 4:02 p.m. by the Chair, and commenced with her reading of the notice that the meeting was being recorded, and the Governor’s notice allowing remote participation meetings by public bodies.

1. The Chair led the meeting in the Pledge of Allegiance. The Chair announced that an Executive Session was not needed this evening, and Agenda Item #9 would be passed over.

2. Minutes: The minutes of the April 28, 2021 meeting were reviewed. ABmade a motion to approve the minutes as presented, seconded by BM. The motion passed on a 4-0-1 roll call vote: AB aye; BM aye; DW abstain; JS aye; LC aye.

3. Meeting Schedule: Motion by AB to approve the calendar of meetings at 4 p.m. on June 23, July 28, Sept. 22, Oct. 27, and to cancel the Aug. 22 meeting. Seconded by JS. The motion passed on a 5-0 roll call vote.

4. Financial Report: LA presented a financial report dated 4/21/21 (should be 5/21/21) showing a balance of $683,843.27 after current expenses and committed funds are deducted. BM made a motion to approve the financial report, seconded by DW. The motion passed on a 5-0 roll call vote: AB aye; BM aye; DW aye; JS aye; LC aye.

Motion by BM to approve the staff invoice dated 5/19/21 for Robert Barboza ($500.50) and Leonardi Aray Architects ($2,100.00) totaling $2,600.50; a voucher for the HOPP Grant ($175,000) and inspection reimbursement ($800) dated 5/26/21 totaling $175,800; and a voucher dated 5/26/21 for Kenneth Pacheco General Carpentry (for CRE-HAB #1903) totaling $19,070; seconded by JS. The motion passed on a 5-0 roll call vote.

5. BBAHFH Update: LA indicated that the Buzzards Bay Area Habitat for Humanity (BBAHFH) will soon be starting work at the Sodom Road site, and updated the Trust on the latest plans for the building and site work. The approval of their DHCD application for local action unit approval is pending.

6. HAO Report: LA reported on the current caseload, starting with HOPP #2001, with the approved applicant expected to close on the affordable home on June 21; the grant and reimbursement payments for that purchase were approved earlier in the meeting. JS participated in the home inspection, and provided additional information on the property. For CRE-HAB #1904, new clean-up contract at estimated cost of $2,300 to $3,500 have been executed; promissory mortgage and affordable housing restriction have also been signed. Work remaining for CRE-HAB #1903 includes well drilling and pump system installation; bathroom repairs and roofing and gutter work have been completed. CRE-HAB #2002 is on hold, with household numbers. LA suggested that Trust members should begin thinking about the next application for Community Preservation Act funding. Regarding the land acquisition program, budgeted with $200,000, no new developments; it was noted that $300,000 budgeted for the SEED Housing Program could also be allocated for land acquisition or development opportunities.

7. Ch. 61A Parcels: LA presented the file on the Leonard Potter Revocable Trust 2011 property at 202 Pine Hill Road, approximately 16 acres of land to be converted to use as a solar energy production facility. The Housing Specialist noted that this was a lease opportunity, with no real option for town purchase. He suggested that the Trust should not recommend that the town purchase the property. DW made a motion to recommend that the town release the parcel, seconded by BM. The motion passed on a 5-0 roll call vote.

LC asked for any news on the high school re-use issue. It was noted that selectmen were recommending that town meeting transfer care and control of the school campus to the BOS once the new school opens.

With no other business, BM made a motion to adjourn the meeting at 4:30 p.m. Seconded by AB, the motion passed on a 5-0 roll call vote.

Approved: 6/30/21