

## **Westport Affordable Housing Trust Virtual Meeting of May 3, 2023**

Participants: Chair James Sabra (JS), BettyAnn Mullins (BM), Henry Lanier (HL), Craig Dutra (CD); Ann Boxler (AB). Also present was Interim Housing Specialist Robert Barboza. Absent was David West.

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

The meeting was called to order by the Chair at 4:00 p.m. with JS, BM, CD, and HL participating via computer link. Ms. Boxler joined the meeting at approximately 4:20 p.m. The Chair read the Governor's Order allowing remote meetings by public boards with proper public access provided via remote connection links.

### **2. Minutes:** March 15, 2023 Regular Meeting Minutes.

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

**MOTION** by BM to approve the minutes of the March 15 meeting as presented. Second by CD. The motion passed on a 4-0 roll vote: JS aye; HL aye; BM aye; CD aye.

### **3. Meeting Schedule**

Future meeting dates were discussed, and it was agreed that the next virtual meeting would be scheduled for 4:30 p.m. on Wednesday, May 24, and tentatively at the same time on June 28, 2023. The June 28 date to be confirmed at the May 24 meeting.

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

JS reviewed the 4/26 financial report, and vouchers from the Interim Housing Specialist for professional services dated 4/05/23 for \$1,100; and 4/12/23 for \$12.60 in reimbursements. A third voucher for an invoice from Leonardi Aray Associates dated 4/21/23 for \$2,800 was also included in the meeting package.

**MOTION** by BM to approve payment of the 4/5/23 voucher and 4/12/23 voucher for Robert Barboza, and the 4/21/23 voucher from LAA. Second by HL. The motion passed on a 4-0 roll call vote: JS aye; CD aye; HL aye; BM aye; AB aye.

Mr. Barboza provided a copy of the recently-submitted Westport Affordable Housing Trust's Annual Report to the Town for Fiscal Year 2022. The Housing Assistance Office Report dated April 26, 2023 was also included in the meeting package for Trust review, updating members on pending issues. The historical report on the CRE-HAB Program applications and grants from 2017 to the present time, prepared by LAA, was also included in the meeting package.

### **5. Housing Consultant - LAA**

Consulting Housing Specialist Leonardi Aray of LAA made himself available via video link if needed for questions from the Trust. He had reported that scope of work documents had been prepared for two pending CRE-HAB grant applications, and that he would be assisting applicants in securing needed estimates from contractors in the coming weeks.

### **6. Habitat for Humanity Update**

Noted in the HAO Report, Item #6. Mr. Barboza was asked to contact the BBAHfH executive director for an official update and potential completion date on the Sodom Road property.

## **7. New Business**

The Chair has been looking for potential legal services providers, and will report on informal conversations at a future meeting. Mr. Barboza was asked to seek suggestions from Affordable Housing Offices in neighboring cities and towns.

AB and others reported on the recent Annual Town Meeting votes, including approval of CPA article; and the meeting's discussion of the old high school re-purposing plan. It was noted that affordable housing was not specifically mentioned as a potential re-use for some or all of the site. There was some discussion of the CRE-HAB scope of work reports provided by LAA, and how the potential grant awards would impact the CRE-HAB budget.

**MOTION** by CD to adjourn the meeting at 4:38 p.m. Seconded by BM. The motion passed on a 5-0 vote: AB aye; CD aye; HL aye; BM aye; JS aye.

Approved Date: 5/24/23