

## **Westport Affordable Housing Trust Virtual Meeting of June 28, 2023**

Participants: Chair James Sabra (JS), BettyAnn Mullins (BM), Craig Dutra (CD); Ann Boxler (AB). Also present was appointed but not sworn member Teri Bernert, Interim Housing Specialist Robert Barboza, and Housing Consultant Leonardi Aray of LAA. Absent were David West and Henry Lanier.

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

The meeting was called to order by the Chair at 4:30 p.m. with JS, BM, CD, AB, and TB participating via computer link. The Chair read the Governor's Order allowing remote meetings by public boards with proper public access provided via remote connection links, and indicated the meeting was being recorded.

JS introduced new member Teri Bernert, recently appointed by the Select Board to fill a vacancy on the Trust. A Drift Road resident, she is currently the Real Estate Director for the Island Housing Trust. The Chair indicated she had not been sworn in yet, so she would participate as a non-voting member.

### **2. Minutes:** May 24, 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 24, 2023 meeting as presented. Second by AB. The motion passed on a 3-0-1 roll call vote: AB aye; BM aye; JS aye; CD abstained.

### **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, July 26, and at the same time on Aug. 23, 2023.

### **4. Proposals for Legal Services**

The Chair indicated that several firms had submitted quotes for legal services, and suggested that the information be distributed to Trust members for potential action at the next meeting.

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

JS reviewed the 6/23/23 financial report, and vouchers for invoices from Leonardi Aray Associates dated 6/23/23 for \$1680.00; and for invoices from Interim Housing Specialist Robert Barboza for professional services dated 6/28/23 for \$1,020.00 and 5/31/23 for \$980.00.

**MOTION** by CD to approve payment of the three vouchers in the meeting package. Second by BM. The motion passed on a 4-0 vote: AB aye; CD aye; BM aye; JS aye.

LAA was asked to provide a financial overview for the start of the new fiscal year, and to help familiarize the new member with various Trust programs and initiatives. Mr. Aray explained how funding from CPA grants and recovered CDBG rehab loans were financing past and current programs, small and large scale affordable housing developments, etc. He provided some details on the home buyer subsidy program (HOPP), currently on hold; on the CRE-HAB grant program for affordable home repairs and renovations; and the housing development support funding (\$410,000) contained in the FY2024 budget. Ms. Bernert asked for introductions of other Trust members, with descriptions of their backgrounds and length of service on the Trust, which was provided.

### **6. Housing Consultant – LAA on CRE-HAB Program**

Consultant Leonardi Aray of LAA updated the Trust on the two pending CRE-HAB grant applications, noting that estimates were within budget, and grant paperwork was being prepared in anticipation of

the signing of construction contracts. The topic of the Planning Board's request for input on the potential re-zoning of part of Route 6 was raised; the Housing Specialist was asked to seek an update on the effort from the Town Planner.

## **7. New Business**

None.

**MOTION** by CD to adjourn the meeting at 5:13 p.m. Seconded by AB. The motion passed on a 4-0 roll call vote: CD aye; AB aye; BM aye; JS aye.

Approved Date: 8/23/23