

Westport Affordable Housing Trust

Meeting of Aug. 21, 2019

Public Session Minutes

Present: Chair Liz Collins (LC), Henry Lanier (HL), Ann Boxler (AB), BettyAnn Mullins (BM); Housing Specialist Leonardi Aray (LA). Absent: James Sabra, Warren Messier, David West.

The meeting was called to order at 4:13 p.m. by the chair and commenced with the Pledge of Allegiance.

1. Executive Session: The chair declaring that an open meeting to consider the purchase of real estate might have a detrimental effect on the negotiating position of the Trust, she entertained a motion to go into executive session under the provisions of Mass. General Laws Chapter 30A, Section 21. The motion was made by HL, and seconded by BM, passing on a 4-0 roll call vote: LC aye, HL aye, BM aye, and AB, aye. The Trust reconvened in public session at 4:20 p.m.

2. Minutes: The Trust reviewed the minutes of the June 26, 2019 public meeting. AB made a motion to approve them as submitted, seconded by HL. The motion passed 3-0-1, with BM abstaining. BM made a motion to approve the minutes of the July 3, 2019 public meeting, seconded by HL; the motion passed 4-0.

3. Meeting Schedule: Upcoming meetings were noted on Sept. 25 and Oct. 23, with the November meeting date to be discussed at a later date.

4. Invoices/Financial Report: HL made a motion to ratify voucher for 6/30/19 for \$284.00, payable to South Coast Media Group, and 7/24/19 voucher for \$528.00 payable to Clerk Robert Barboza and \$2,152.50 payable to Leonardi Aray Architects; seconded by AB, the motion passed 4-0. HL made a motion to approve the Aug. 19, 2019 voucher for Clerk Robert Barboza, for \$616.00, Leonardi Aray Architects, for \$2,660.00; and Farland Corp. for \$1535.00; seconded by BM, the motion passed 4-0.

LA provided a financial report dated Aug. 18, 2019, indicating that it should be considered the draft budget for Fiscal Year 2020. A motion to accept the draft budget as presented was made by AB and seconded by BM; the motion passed 4-0.

5. CPC Meeting, Funding Request: LC indicated that LA is designated as presenter of the Trust's request for Fiscal Year 2021 CPA funding at the Sept. 12, 2019 meeting of the Community Preservation Committee. LA presented a draft proposal to seek up to \$998,000 in multi-year funding to run the Housing Assistance Office and finance four Trust programs – Small Scale Development, HOPP, CRE-HAB, and SEED.

LC noted that most applicants for CPA funding propose specific projects with definite timelines, not the support of ongoing programs; she suggested that the Trust prioritize the programs to be funded with CPA money. The chair also reminded Trust members that Rep. Schmid is eager to start discussions of a possible re-use of the empty Westport High School, with affordable housing among the considerations to be explored. AB noted that the town is seeking an evaluation of the commercial value of the building and grounds before charting a possible course of action. HL suggested that the recent completion of Noquochoke Village makes it a good time to start making plans for another affordable development in town, and said the next Trust budget should include funding for feasibility studies of potential large-

scale sites. BM made a motion to submit the draft funding request to the CPC on Sept. 12, seconded by HL; the motion passed 4-0.

6. HAO Contract Renewals: The Trust was provided copies of proposed contract extensions for Housing Assistance Office staffers Leonardi Aray and Robert Barboza, through June 30, 2020. AB made a motion to approve the contracts, seconded by BM; the motion passed 4-0.

7. Housing Specialist Report: LA reported that a local developer is seeking to make a cash payment to the Trust in lieu of building an affordable home in an expanding subdivision subject to the town's Inclusionary Zoning Bylaw. The developer wants the Trust to put a value on a donated lot to be sold to release the obligation. LA indicated that ultimately the decision to accept payment in lieu of the affordable home is made by the Planning Board.

An update on the HOPP program indicated that one eligible potential home buyer has been identified, and the HOPP applicant is currently looking for a home in Westport. LA also indicated a second attempt at a successful percolation test for the School Street lot failed; and an attempt at a variance might be considered. He recommended a third perc test be attempted. BM made a motion to authorize spending for a third percolation test, seconded by AB; the motion passed 4-0.

LA reported that a conditional approval letter has been sent to a CRE-HAB grant applicant who meets eligibility requirements; an estimated repair list totaling about \$20,000 was generated, and a professional evaluation of the shared well was undertaken. He recommended moving forward with the grant process, and AB made a motion to that effect, seconded by BM; the motion passed 4-0. LA also reported receipt of a Dept. of Housing and Community Development letter indicating that the portion of affordable housing in Westport currently stands at 4.2 percent of the total housing market.

8. Noquochoke Village: LA presented copies of the Conservation Restriction assigned to the Westport Land Conservation Trust for the 25.42 acres of open land at Noquochoke Village, and the release deed transferring the land to the Town of Westport, through its Conservation Commission. BM made a motion to approve the signing of both documents, seconded by AB; the motion passed 4-0. The documents will be held at the Selectmen's office for member signatures and notary approval.

9. Chapter 61A parcel: After review of a request from selectmen for input on the release of Ch. 61A lands off Drift Road and Horseneck Road, AB made a motion that the Trust not seek to delay the releases; seconded by BM, the motion passed 4-0.

With no further business, AB made a motion at 5:40 p.m. to adjourn the meeting. Seconded by BM, the motion passed 4-0.

Approved: 9/25/19