

**Westport Affordable Housing Trust Fund**  
**Minutes of Nov. 9, 2016 Meeting**

**PLEDGE OF ALLEGIANCE:** The meeting was called to order at 4:03 p.m. with present members Liz Collins (LC), Craig Dutra (CD), Henry Lanier (HL), James Sabra (JS), and BettyAnn Mullins (BM), and commenced with the Pledge of Allegiance. Absent were members Warren Messier and David West. Also present were Housing Specialist Leonardi Aray (LA) and recording clerk Robert Barboza.

**MINUTES:** The minutes of the Oct. 16, 2016 trust meeting were approved as submitted on a motion by CD, seconded by HL. The vote was unanimous.

**MEETING SCHEDULE:** The schedule for upcoming meetings included the dates: Nov. 30 and Dec. 28, 2016; and Jan. 25, 2017.

**INVOICES/FINANCIAL REPORT:** A motion to approve staff invoices for Leonardi Aray in the amount of \$3,692.50 and Robert Barboza in the amount of \$544.50 was made by CD, seconded by HL, and approved unanimously. LA said that an application for Community Development Block Grant funding should be submitted in the near future; a community meeting on the proposed spending of such funds would be required if a grant application is approved. LA also presented the monthly financial report, dated Oct. 24, 2016, and a draft of the trust's application to the Community Preservation Committee for new CPA funding for CRE-HAB, SEED, HOPP programs and continuing support and oversight of the Noquochoke Village development.

**NOQUOCHOKE VILLAGE UPDATE:** LA reported that engineering and work crews have been on site, conducting test borings and drilling a well for the development. He indicated he is working with The Community Builders to install a gate on the access road which would limit access to the property by motor vehicles. A community meeting to update the public on the progress of the development is not necessary at this time, but may be scheduled at a later date. Closing costs and the \$280,000 payment of town funds to TCB need to be arranged, and a grant agreement executed with the Board of Selectmen, LA indicated.

LA said the conveyance of the conservation land at the site to the Westport Land Conservation Trust also needs to be started. He reported that TCB is not pursuing a PILOT (payment in lieu of taxes) with the town, and noted that TCB has estimated that the property tax bill for the completed development would be approximately \$40,000 per year. He also indicated that Mass DOT has suggested changes in the design for the entrance drive, and TCB is discussing revisions with the Town Planner; the Planning Board will need to approve any changes in the design.

**HOUSING SPECIALIST REPORT:** LA noted that there were no responses to the SEED grant request for proposals; a second round of advertising is planned. When it is determined whether Habitat for Humanity has a potential project in town, they could be encouraged to apply for a grant through that program. He also reported that the CRE-HAB program is being revised by DHCD. Regarding the HOPP program, LA indicated that a new lottery agent needs to be secured, noting that Citizens for Citizens may not have the staffing necessary to undertake that task; another qualified agent has expressed an interest in fulfilling that role.

A discussion on the requested sign-off of Chapter 61A land at 122 Blossom Road was held, with the Planning Board recommending that the town take the parcel for open space protection. It was suggested

that a portion of the 30 acres might be suitable for some affordable housing; by general agreement, it was decided that a vote on the sign-off would be postponed until the next meeting.

**CPC GRANT APPLICATION:** LA indicated that the draft grant agreement between the trust and the Community Preservation Committee for the use of \$280,000 in CPA funds will be presented to that committee on Nov. 10. A motion to approve the draft was made by BM, seconded by JS, and approved unanimously. LA presented a draft proposal of a new request for CPA funds: \$292,500 for one year, or \$585,000 for two years; a motion to approve a one-year application for \$292,500 was made by CD, seconded by HL, and approved with a unanimous vote.

**ST. VINCENT de PAUL SITE:** LA provided a description of the property and a report on the condition of the buildings; he indicated it is not yet clear whether the town will pursue the purchase of a portion of the site. The land trust is seeking \$350,000 in town funds and a \$400,000 grant for the purchase. LA offered some options for development of the 12 acres of frontage for the parcel for 6-16 affordable housing units. It was noted that the Diocese of Fall River has a preliminary subdivision plan for the property detailing 32 potential house lots.

**ADJOURNMENT:** A motion to adjourn the meeting came at 5:05 p.m. from CD, seconded by HL. The vote was unanimous.