

Westport Affordable Housing Trust Fund

Minutes of 12/17/14 Meeting Town Hall

Present: Liz Collins (LC), James Sabra (JS), Elaine Ostroff (EO), Warren Messier (WM), Housing Specialist Leonardi Aray (LA) and recording clerk Robert Barboza. Absent: Brian Corey Jr., Nicholas Christ, Craig Dutra.

Meeting called to order at 1:15 PM

MINUTES

Minutes of the Oct. 22, 2014 meeting were reviewed and approved on a JS motion, seconded by WM; unanimously. Minutes of the Nov. 3, 2014 meeting were reviewed and approved on a JS motion, seconded by WM; unanimously. Minutes of the Dec. 11, 2014 meeting were reviewed; JS motion to amend the minutes to correct typographical error on amount, should be \$500,000. Approved unanimously.

Future meeting dates were discussed and a schedule agreed on for 3 p.m. on Wednesday, Jan. 28; at 3 p.m. on Wednesday, Feb. 25; and at 3 p.m. on Wednesday, March 25; motion by WM, second by JS, unanimously approved.

Invoices totaling \$2,311 were approved on a motion by WM, second by JS, unanimously approved. A motion by JS, second by WM to approved the invoices for vouchers signed by the chair in the absence of a quorum. LC gained general agreement that LA should send an updated financial report to all members by e-mail before the Trust accepts the report at the next meeting. A motion to table acceptance of the financial report from WM, second by EO, unanimously approved.

OFFICE

LA reported attendance at the recent CDBG training session, indicating the town would have to apply for Community Development block grants for housing assistance programs, as the Trust cannot be an applicant for such funds. According to DHCD officials, Noquochoke Village is not eligible for any funding from their program list. LA indicated plans to attending a Mass Housing Partnership seminar in Worcester on Dec. 18.

HOPP

LA has been reviewing the feedback from DHCD on the HOPP program package; still no word on approval of plan yet. LA to draft a letter to DHCD noting the marketing plan under discussion was previously approved by that agency. LA reported on Oct. 29 meeting with owner of the Reed Road property purchased with HOPP grant. Follow-up instructions were pointed out by LA, who reports no contracts for repair work have been signed. Discussion of deposit terms for proposed future HOPP contracts.

NOQUOCHOKE VILLAGE

Discussion of purchase and sale agreement amendments to be proposed to Board of Selectmen, including clause for extension of agreement until 2017 if necessary. TCB is OK with the draft amendments, LA reported. WM and JS speak in support of changing seller to "seller and designees or seller and assigns" in agreement, making approval of final plans for Noquochoke Village a Trust responsibility, not a Board of Selectmen responsibility; LA notes it is already in item #6. LA urges. EO

motion to accept amendments to purchase and sale agreement, JS second; approved unanimously.

EO suggests a clearly stated explanation of town meeting articles on amendments needs to be developed. Talking points: More control and speedier approval process is possible; better understanding of what the village plans are, including project history; active marketing in advance of town meeting. LA notes the amendments will make the Trust responsible for affordable housing reports to the state. EO motion to have Trust submit conveyance article to town meeting, second by JS; approved unanimously.

Motion to adjourn came at 2:30 PM from EO, second by JS; approved unanimously.