

Westport Affordable Housing Trust Fund  
Meeting of Oct. 12, 2016

Meeting was called to order at 4 p.m. with present members Liz Collins (LC), Warren Messier (WM), Henry Lanier (HL), James Sabra (JS), Betty Ann Mullins (BM), Craig Dutra (CD). Also present were Housing Specialist Leonard Aray (LA) and recording clerk Robert Barboza. The meeting commenced with the Pledge of Allegiance.

**MINUTES:** WM made a motion to approve the minutes of the July 11, 2016 and Aug. 24, 2016 meetings as submitted. The motion was approved unanimously.

**MEETING SCHEDULE:** A consensus of members called for upcoming meetings to be held at 4 p.m. on Nov. 9, Nov. 30, Dec. 28 and Jan. 25.

**MEMBERSHIP APPLICATIONS:** LC noted the receipt of two applications for trust membership from Stephen Barkhuff and David C. West, and reported that the Board of Selectmen recently expressed their desire to keep the trust limited to seven members. It was noted that Mr. Barkhuff is a new resident, and Mr. West is not yet a registered voter in Westport. CD suggested that selectmen may have a problem with appointing a member who is not a registered voter in town, and LA noted that trust bylaws require only that members be residents of the town, not registered voters. A motion to recommend Mr. West's appointment to selectmen was made by CD, seconded by WM, and approved unanimously.

**INVOICES/FINANCIAL REPORT:** LA provided an updated financial report, including a breakout of Community Preservation Act funds provided to the trust over the years. LA indicated the trust now has to segregate available funds from CPA appropriations and other sources into separate accounts, as the planned agreement with the Community Preservation Committee reflects new state law provisions for the use and reporting of CPA funding. There was some discussion of possible future trust requests for additional CPA funds from housing reserve accounts. LA indicated his plans to will attend the Nov. 10 CPC meetings to start negotiations of the draft agreement with that board. CD made a motion for LA to send the draft agreement to CPC and authorized him to represent the trust at that meeting; seconded by WM, and approved by unanimous vote.

WM made a motion to approve invoices in the amount of \$671 for Robert Barboza; \$525 for Attorney Kathleen O'Donnell; Leonard Aray for \$3,517.50; and East Bay Newspapers for \$1.51; seconded by BM, the motion was approved by unanimous vote.

**NOQUOCHOKE VILLAGE UPDATE:** LA reported that The Community Builders (TCB) is still awaiting formal notification of state approval of low income tax credits and the exact amount of the credits approved. He also reviewed the task list for TCB and noted that the PILOT clause in the purchase and sale agreement needs to be reviewed by the trust's attorney, as TCB has indicated it will not be pursuing a PILOT agreement. CD made a motion to have Atty. O'Donnell review the matter, seconded by JS, and approved unanimously.

LA recommended that TCB try to create a new access road from Rt. 177 and stop using the easement shared with site neighbors. He also recommended that the trust take some steps to better secure the site, and it was agreed that should be done. He noted that the trust has to approve final plans for the project at least 120 days before the planned closing on the land; he also noted the need to start conversations

with the Westport Land Conservation Trust regarding the conservation agreement for the planned open space parcel at the site.

**HOUSING SPECIALIST REPORT:** LA indicated that the proposed CRE-HAB program documents have been sent to the state Dept. of Housing and Community Development for review and approval, and noted the trust needs to secure a new lottery agent for the program. He reported that the deadline for submitting RFPs for the SEED housing initiative produced no applications, and suggested that the RFP request deadline be extended, or a new request for RFPs be advertised.

LA and LC reported on a recent meeting with Habitat for Humanity representatives regarding their renewed operations in this area, and their willingness to work with the trust on local projects. LA indicated he has sent them a list of town-owned vacant land included in the Roger Williams University project for their review.

**CH. 61A LAND RELEASE:** LA reported on his recent visit to the Blossom Road property where the owner has requested a release from the town for the Ch. 61A status. He indicated the house is in poor condition and would not be suitable for the trust to pursue a possible purchase for affordable housing purposes. CD made a motion to waive any trust interest in the property, seconded by JS, and approved by unanimous vote.

**ST. VINCENT DE PAUL LAND:** LA reported on his visit to the Adamsville Road property with other town officials, and reported that some of the buildings are in fairly good condition. He noted that a CPC hearing has been scheduled to consider funding for a possible town purchase of the property, and said he would make further investigation of the site and prepare a recommendation for LC to bring to that CPC meeting.

**ADJOURNMENT:** A motion to adjourn the meeting was made at 5:37 p.m. by WM, and seconded by HL. The motion passed by unanimous vote.