

Westport Affordable Housing Trust
Virtual Meeting of Feb. 24, 2021
Regular Session Minutes

Participants: Chair Liz Collins (LC), Henry Lanier (HL), David West (DW), Ann Boxler (AB), BettyAnn Mullins (BM), Housing Specialist Leonardi Aray (LA), Recording Clerk Robert Barboza.

The meeting was called to order at 4:05 p.m. by the Chair, and commenced with her reading of the notice that the meeting was being recorded, and the Governor's notice allowing remote participation meetings by public bodies. The Chair led the meeting in the Pledge of Allegiance.

1. Executive Session: The Chair read the provisions of Mass. General Laws Chapter 30A, Section 21, allowing for executive session meetings, and declared an open meeting might have a detrimental effect on the Trust's negotiating position in the potential purchase of real estate in Westport. HL made a motion to enter into executive session, and reconvene in public session at the conclusion; seconded by AB, the motion passed on a 5-0 roll call vote: DW aye; HL aye; BM aye; AB aye; LC aye.

At 4:44 p.m., AB made a motion to close the executive session, and return to public session. Seconded by DW, the motion passed on a 5-0 roll call vote: DW aye; HL aye; BM aye; AB aye; LC aye.

2. Minutes: The minutes of the Jan 20, 2021 meeting were reviewed, with a motion to approve as presented by BM, seconded by AB; motion passed on a 5-0 roll call vote. DW aye; HL aye; BM aye; AB aye; LC aye.

3. Meeting Schedule: The next meeting is scheduled for 4 p.m. on March 24, 2021.

4. Financial Report: LA presented a financial report dated Feb. 2, 2021, indicating pending expenditures and a final balance of \$877,428.24 after Sodom Road grant and CRE-HAB grant earmarks are deducted. HL made a motion to accept the report as presented, seconded by BM. The motion passed on a 5-0 roll call vote: DW aye; HL aye; BM aye; AB aye; LC aye. AB made a motion to approve the 2-17-21 voucher for staff payroll totaling \$3,560.50 and the 2-10-21 voucher for media expenses totaling \$691.46; seconded by HL, the motion passed on a 5-0 roll call vote. DW aye; HL aye; BM aye; AB aye; LC aye.

5. BBAHFH Update: The chair advised Trust members and the viewing audience that the Buzzards Bay Area Habitat for Humanity (BBAHFH) is hosting a virtual information session and community meeting at 6 p.m. on Wednesday, Feb. 24 on its proposal to build two affordable condominium units on a parcel of land on Sodom Road purchased from the Trust. LA indicated he was working on the town's LIP/LAV application to ensure that the two units are counted on the town's subsidized housing inventory. The next BBAHFH community meeting as part of its outreach effort is scheduled for April 28. LA reminded members that an extension of the purchase and sales agreement will be needed; as currently scheduled, site work might begin in July or August. BM made a motion to extend the P & S agreement by 90 days; seconded by DW, the motion passed on a 5-0 roll call vote. DW aye; HL aye; BM aye; AB aye; LC aye. LA presented a preview of the revised building plans which BBAHFH sent over in anticipation of the Feb. 24 community meeting.

6. HAO Report: LA reported that the deadline for applications for Housing Opportunity Purchase Program (HOPP) grants closed on Jan. 26, 2021; one application was received, and is being reviewed by the lottery agent. CRE-HAB #1904 application was deemed eligible, with additional clean-up

required, at an estimated cost of \$2,300 to \$3,500; recommended for approval, the affordable housing restriction being signed by the applicant. CRE-HAB #1903 application was updated with a \$21,650 estimated promissory note and an affordable housing restriction signed by the applicant. The CRE-HAB # 2001 application was withdrawn; CRE-HAB #2002 application is pending, awaiting submission of contractor quotes. Land Acquisition Program: It was noted that the Trust is still interested in talking to property owners of large parcels of land which might be suitable for the development of affordable housing.

7. Ch. 61 A Parcels: LA noted the pending releases of Meader and Szaro parcels, and recommended the Trust vote to approve the releases. AB made a motion to approve the releases, seconded by BM. The motion passed on a 5-0 roll call vote: DW aye; HL aye; BM aye; AB aye; LC aye.

8. Master Plan Update: HL reported that the draft of the Housing Chapter for the Master Plan Update is being reviewed by the Chair and LA.

At 5:14 p.m., AB made a motion to adjourn the meeting. Seconded by BM, the motion passed on a 5-0 roll call vote. DW aye; HL aye; BM aye; AB aye; LC aye.

Approved: 3/24/21