

Westport Affordable Housing Trust Fund
9/25/14 Meeting Minutes

The meeting at Westport Town Hall was called to order at 3:04 p.m. with present members Liz Collins (LC), Elaine Ostroff (EO), Craig Dutra (CD), Nicholas Christ (NC), and James Sabra (JS); absent were members Brian Corey Jr. and Warren Messier. Also present were Housing Specialist Leonardi Aray, Town Administrator Tim King, Economic Development Coordinator Michael Sullivan, and recording clerk Robert Barboza.

MINUTES: Minutes of the 7/23/14 meeting were reviewed, with a motion to amend correcting the name of Town Administrator Tim King made by CD, seconded by EO, and approved unanimously.

MEETING SCHEDULE: The schedule of future meetings was set for Wednesday, Oct. 22; Wednesday, Nov. 19; Wednesday, Dec. 17; all meetings at 3 p.m.

INVOICES: Vouchers signed by the chair in August were presented for ratification by the board - \$459.00 for housing clerk Robert Barboza, \$2,607.50 for Housing Specialist Leonardi Aray, totaling \$3,066.50. CD motion, JS second, approved with 4-0 vote with NC abstaining. Vouchers for September totaling \$3,283.38 were reviewed and approved unanimously on CD motion, EO second - \$387.00 for housing clerk, \$358.88 for town administrator reimbursement, \$1,557.50 for housing specialist, and \$980 for Mass. Dept. of Environmental Protection (Noquochoke annual compliance assurance fee).

Preceding the second voucher vote was a discussion about the King reimbursement request and DEP bill, and which town government entity is responsible for future costs related to 1175 American Legion Highway parcel and adjacent Perry property. LA was directed to send a memo to the Board of Selectmen noting the trust has paid these two bills, but is not responsible for all future costs related to these two properties.

HOUSING SPECIALIST REPORT: LA provided text of changes to Master Plan housing chapter in preparation for the Sept. 27 workshop. He reported that an Oct. 1 closing has been scheduled for the Reed Road property being purchased through the HOPP program. He advised the trust that the HOPP marketing materials have been prepared and are waiting for final approval from DHCD. He reported that the SEED loan and grant program have been approved, with applications being accepted starting Sept. 29 and a public information session is being planned for November.

LA provided an update on the Noquochoke Village project, reporting that TCB will be looking for an extension of the purchase and sale agreement beyond December 2015; and TCB may be seeking to revise the affordable/unrestricted housing mix; TCB is concerned about the process of transferring the land to them via town meeting; the PILOT agreement still needs to be passed by town meeting. EO motion, JS second to pursue filing an article to seek the transfer of the land to the trust at the 2015 annual town meeting; approved unanimously.

THE COMMUNITY BUILDERS: JS leaves at 4 p.m., and TCB representatives Eliza Datta and John Fraser arrive. Fraser reports that DHCD had a positive response to the Noquochoke Village application for funding, and seemed happy with design, costs, and CBH (community based housing) aspects of the application. DHCD seldom approves funding on the first round, he noted. His agenda items included extension of the P&S, town meeting approval of land transfer, and flexibility of affordable/market mix numbers.

Datta said TCB will pursue other funding sources (MassWorks, Federal Home Loan Bank) to try to keep the number of unrestricted apartment units as high as possible; she wondered if a 100 percent affordable development would meet resistance from community and Board of Selectmen, and was told that it probably would be opposed. Tim King suggested Community Block Grants, private foundation funding, shifting available rehab funds, etc. could be used to close the funding gap and ensure some market rate apartments are assured.

A meeting with the Board of Selectmen and TCB on Nov. 3 was requested to discuss the above issues. TCB will provide information on 100 percent affordable developments in their portfolio for the Oct. 22 trust meeting, along with memo on possible range of affordable/market mix for their next application to DHCD. A tour of one or more of TCB's 100 percent affordable developments will be arranged.

The meeting was adjourned at 4:53 p.m.