

**West Stockbridge Affordable Housing Trust Meeting Minutes**  
**February 15, 2024**

**WSAHT Members Present**

Quorum present: Kathleen Keresey, Mark Webber, Frank Landsberger (Zoom), Steve Mack, Andy Potter, Chris Powell

**Meeting called to order**

Chair Mark Webber calls meeting to order at 4:01pm

**Review & Accept Minutes**

Kathleen suggested one correction. Andy moves to approve minutes from the previous meeting with corrections. Mark seconds. All members agree to accept corrected minutes from 1-18-24 Meeting.

**Discussion & Review of Application & Agreement for Funding from West Stockbridge Community Preservation Committee (WSCPC)**

Mark opened discussion of first agenda item re WSAHT application to WSCPC for funding. Because the application to WSCPC was already submitted, Andy proposed to move on to directly review the draft agreement between WSAHT & WSCPC regarding the use and terms of anticipated award of funds.

Andy provided an overview to members of the draft agreement:

- A funding agreement is recommended by the state when a Community Preservation Committee is working with a Housing Trust Fund.
- Andy drafted the WSAHT & WSCPC agreement based on a template provided by the Community Preservation Coalition.
- The agreement also provides framework for documentation requirements which WSCPC must provide to the Department of Revenue.
- Funds awarded by the WSCPC to WSAHT would be held in a partitioned WSCPC account and WSAHT must bill/request for proposed uses and any remaining funds at the end of the agreement timeline are returned to WSCPC.

The Trust collectively reviewed the draft agreement, considered proposed edits submitted by Frank and amended the draft agreement accordingly. Members of the Trust agreed that Andy will present the amended draft agreement to WSCPC for approval.

**Other Discussion/Business/Action items**

Andy proposes to invite Leigh Davis to speak at the next WSAHT meeting regarding the Great Barrington Housing Trust's collaboration with CONSTRUCT. Members of the Trust agree to extend the invitation.

The Trust agrees that members will begin creating a tentative list of Affordable Housing Consultants in preparation for award of consultancy funds from WSCPC. Steve & Andy had reached out again to Berkshire Regional Planning Commission (BPRC) regarding the feasibility of an affordable housing consultancy partnership, however both agree that representatives from BPRC suggested they may not have the bandwidth to take on such a project in the near future.

Chris asked to revisit a topic of discussion from first WSAHT meeting regarding the staggering of terms for WSAHT members and clarifying the determination of term durations for each member, as was logged on the Town of West Stockbridge website. Members of the Trust agreed that durations of staggered terms were formally clarified as they exist on the Town of West Stockbridge website.

#### **Action Items**

- Andy: Finalize WSAHT & WSCPC Funding Agreement with WSCPC
- Andy: Invite Leigh Davis from GBAHT at the next WSAHT meeting

#### **Citizen Speak Time**

Noone in attendance in person or on Zoom.

#### **Next scheduled meeting**

4pm - Thursday, February 29, 2024

#### **Meeting adjourned**

4:46pm - Andy motioned to adjourn. Mark seconded. All in favor.

APPROVED 4-0 (Omitting designee member Steve Mack) 2-15-24

Respectfully submitted by,

Chris Powell

West Stockbridge Affordable Housing Trust Secretary