



## Westborough Affordable Housing Trust

### MEETING AGENDA

Friday May 19, 2023, at 11:00 AM

REMOTE\*

*Times are Approximate*

*This meeting will be recorded and broadcast on Westborough TV*

11:00 Call to Order

11:00 Approval of Minutes: March 21, 2023, and April 13, 2023

- Storm moved, Armitage seconded. Roll Call vote 6-0 6 present
- Added not re Rockland trust; Ms Storm, as amended, Rauch seconded; 6-0, 6 being present

11:05 3 Baylor Ave Project:

#### RFP Update:

- Mr. Behn provided an update covering the bidder that attended the pre-bid conference on May 3, 2023. Questions and responses were provided through the online bidding system.
- Mr. Behn noted that between 10 and 15 potential bidders have reviewed the RFP. He is checking to see if any questions, which were due yesterday, have arrived. Ms Shab will share the questions were for our response.
- Mr. Edinberg talked about zoning

#### Asbestos Survey

- A bidder requested an asbestos survey. Mr. Behn requested two (2) quotes from vendors. Both bids have a fixed cost for the site visit and a price per sample. Both quotes expect to not exceed 40 samples.
- Mr. Ruach asked about the need to do the survey. He raised concerns about the value, as the demolition contractor would need to ensure asbestos, along with potential liability. Mr. Behn noted that we are not increasing our liability. Mr. Edinberg noted that we might not be increasing our liability. Mr. Salsman noted the process that municipalities provide the report. If more materials are found, a change order would be requested by the contractor. Ms Armitage asked if a bidder asked for the survey; Mr. Behn confirmed.
- Mr. Behn asked Mr. Salsman if the fact that we are selling the property removes the responsibility. Mr. Salsman noted that hazmat reports are typical in our consideration.
- Mr. Edinberg moved to authorize up to \$1250 for the asbestos survey, provided the contractor can provide the results no later than May 29, 2023. Mr. Salsman seconded.
- Roll call vote: Yes - .B, sals, Y, Y, (r abstain), Edinberg. 5-0-1, 6 present.



11:45 Bridge Subsidy Campaign – Letter of Support

- Mr. Edinberg presented
- Mr. Rauch Moved, Armitage seconded: 6-0, 6 present

11:50 New Logo Design Review and Discussion

- Pass Over

11:50 Rogers Road Project:

- Next steps, including architect/engineering funding.
- Maureen Johnson and Joan Pavolis will partner with Kate and Hank, meeting 2<sup>nd</sup> week in June as to how best to move forward.
- Renewed quote for installing a lift device in the building to provide accessible access to the 2<sup>nd</sup> floor. Toured building with building and fire department representatives; supportive that this can be done. WFD wants sprinklers installed on second floor.
- Next step – emergency egress plan for 2<sup>nd</sup> floor (17 units). Need engineering and architectural firm for Phase 1 for location of lift.
- Initial conversations with rogers road consultants for new unit project on Rogers road.
- A few months away for new housing project.
- Per Storm, meet and greet with the new WHA Director. Transition in in process.

11:58 Project Updates and Discussion

- High Street Extension
- First Time Homebuyer Program
- Expanding Responsibilities of the Trust
  - Mr. Edinberg and Behn provided the update
- Mr. Behn – our rep to community preservation committee

12:00 Adjourn

- Motion to adjourn, Edinberg, Armitage seconded.
- Roll call vote: 6-0,

\*Pursuant to Chapter 2 of the Acts of 2023, this meeting will be conducted via remote means. Members of the public who wish to access the meeting may do so in the following manner:

Meeting Link: <https://meet.google.com/sda-kevx-cjg> or dial: (US) +1 740-760-1184 PIN: 153 730 517#

No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. If unable to do so, for reasons of economic hardship and despite best efforts, we will post on the



committee's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.