

**MINUTES OF THE AFFORDABLE HOUSING TRUST
FUND BOARD OF TRUSTEES REGULAR MEETING ON
TUESDAY, FEBRUARY 14, 2023, AT 6:30 PM
THROUGH A WEB AND PHONE MEETING**

Present for the Affordable Housing Trust Fund Board of Trustees: Ralph Blessing (Chair), Laura Burwick, Sharona Cowan, Frances Lane, Rob Roqueta, and David Stein.

Present for staff: Emily Gordon, Director of Housing and Community Development.

Chairman Blessing called the meeting to order at 6:32pm.

Chairman Blessing stated that this meeting is being conducted through “Zoom” video conference. He then gave instructions on how the meeting will be run and described the meeting information and access via weblink or dial-in instructions could be found on the meeting agenda posted on the City of Stamford’s website.

An overview of the planned meeting agenda was then provided.

1. Approval of November 15, 2022 Minutes

Mr. Roqueta moved that the Board approve drafted minutes from the November 15, 2022 meeting. Mr. Stein seconded this motion which carried 6-0 (Blessing, Burwick, Cowan, Lane, Roqueta & Stein).

2. Approval of Revised 2023 Meeting Schedule

Mr. Stein moved that the Board approve the Revised 2023 Meeting Schedule. Mr. Roqueta seconded this motion which carried 6-0 (Blessing, Burwick, Cowan, Lane, Roqueta & Stein).

3. Balance of the Affordable Housing Trust Fund

City is currently switching over to a new ERP system.

The original Linkage and Fee in Lieu accounts have been closed out and consolidated into the new Affordable Housing Trust Fund account.

The Linkage and Fee in Lieu funds will still be kept separated within the Affordable Housing Trust Fund account since they are restricted for different purposes.

The account is estimated to have less than \$200,000 but that is being reviewed as part of the consolidation of funds and change over to the new ERP system.

The account receives a transfer of linkage fee (now 10%) once a year.

OPM will be invited to the next meeting to clarify what is in the account and the timeline for receiving the linkage fees.

The fee-in-lieu funds for The Smyth building is in escrow (about \$4.3 million) but may be released into the Affordable Housing Trust Fund if the St. John’s Towers project does not move forward.

4. **Updates to the Below Market Rate Program**

The Zoning Board is looking into increasing the BMR requirements and changing the fee-in-lieu option.

The Land Use Bureau is planning to coordinate the timeline for housing-related plans moving forward, including the Master Plan, Housing Affordability Plan, and Consolidated Plan.

5. **Old Business**

None.

6. **New Business**

None.

ADJOURNMENT

Ms. Burwick called for adjournment of the meeting at 7:14 pm, seconded by Mr. Stein and carried on a vote of 6 to 0 (Blessing, Burwick, Cowan, Lane, Roqueta & Stein).

NOTE: These proceedings were recorded on video and are available for viewing through the City of Stamford's web page – www.stamfordct.gov.