



## TOWN OF WESTFORD AFFORDABLE HOUSING TRUST FUND

55 Main Street  
Westford, Massachusetts 01886  
TEL (978) 692-6011 FAX (978) 692-9609

**Wednesday, February 4, 2026**  
**Select Board Meeting Room, Town Hall**  
**55 Main St., Westford**

### **Meeting Minutes**

#### **Committee Members in Attendance:**

Joan Croteau, Alden Wood, Robert Waskiewicz, Marianne Nelson, Kristi Bates, Susan Martin

**Committee Members Absent:** Ragi Ramachandran, Sean Kelly, Drew Vernalia, Andrea Peranear-Sweet

**Other Attendees:** Nancy Cook, Ellen Harde

The meeting commenced at approximately 7:02 p.m.

**Open Forum:** No items in Open Forum.

**New Candidates:** Chair Croteau informed the Committee that Poonma Mangal has withdrawn from consideration. Nancy Cook has expressed interest in joining the Committee as an alternate. Nancy is a well-known and respected member of the community for her interest and involvement in affordable housing that includes working with Habitat for Humanity and serving on the Boards of the Westford Council on Aging and the Westford Housing Authority. The committee enthusiastically voted to recommend her as a member.

Upon motion made by Robert Waskiewicz and seconded by Alden Wood, it was voted to recommend Nancy Cook to the Select Board as a member of the Affordable Housing Trust Committee.

The Aye vote was unanimous.

**Old Business:** Ellen Harde came before the AHT to seek support for lowering the AMI for units at the Drew Farmhouse to 50-55% of the AMI. She would like to amend the Drew Farmhouse Plan. She will work on a letter and is hoping the committee will support her. Ms. Harde has come before the board on numerous occasions, referencing in particular the June 2025 AFT meeting where the board voted to investigate this option.

All members continue to remain in support of this.

**CPC application-** This application has been submitted.

**Needs Assessment-** The AHT will join with the Town on the development of the Housing Production Plan (HPP) by creating a more depth housing needs assessment..

**Financial, WRAP and WERAP-** With the help of Alison Christopher and Jennifer Claro, the WRAP application has been updated as well the contracts. The updated WRAP application is ready to be added to the AHT website and forms are available at the Westford Housing Authority. Ms. Nelson updated the Committee on the number of current participants and applicants and that utilities will now be worked into the eligibility calculations enabling more people to qualify.

**Stony Brook tenant association-** A number of residents have come forward. There is still frustration surrounding unresolved issues with repairs. A meeting has been scheduled for next week and Ms. Martin will update the Committee as things progress.

### **Project Updates:**

35 Town Farm Rd: Still waiting on funding

37 Powers Rd.: In design

219 Littleton Rd.-Westford Regency- There will be an opportunity to discuss the composition of affordable units and AMI percentages and restrictions as the project progresses.

**Boards and Committees-** 110 Corridor. The focus seems to be mainly around pedestrian access. Members would like affordable housing to become part of these discussions.

**Approval of Minutes-** A motion was made by Robert Waskiewicz and seconded by Alden Wood to approve the minutes of the AHT meeting of January 7, 2026  
The Aye vote was unanimous.

The next meeting is scheduled for March 4, 2026 via Zoom..

**Adjourn:** A motion was made by Robert Waskiewicz and seconded by Alden Wood to adjourn at 8:23p.m.  
The Aye vote was unanimous.