

Committee Meeting Minutes

Committee Name: Montpelier Housing Committee

Date: Tuesday, January 6

Time: 6:00–7:30 p.m.

Location: Montpelier Senior Center & Zoom

Chairperson: Alyssa Schuren

Minute Taker: Dan Wheeler

Attendance

Committee Members Present: Alyssa Schuren (Chair), Lauren Hierl (Vice Chair), Dan Wheeler (Secretary), Dan Coppock, Alexandra Halasz, Tim Heney, Sean Sheehan and Sandy Vitzthum, Ben Linder

Absent: None

Councilors & City Staff: Cary Brown (District 3 Councilor), Ben Doyle (District 1 Councilor) (zoom), Jim Sheridan (District 3 Councilor), Matt Jelacic (Montpelier Community and Economic Development Specialist)

Meeting Summary

Chair called the meeting to order at 6:01 p.m.

Committee reviewed previous minutes from December 2, 2025 and approved them.

Public Comment

No members of the public were present.

City Update

Matt Jelacic shared his list of assigned tasks within the Planning Department and discussed overlaps with some of the Committee's efforts. Matt highlighted investigative work that he has been doing in relation to potentially developable City owned properties and some State-owned property.

Discussion & Decision: Framework for deciding what priorities to advance

The group discussed ways of prioritizing which recommendations to bring forward to the Council. Priority items that were discussed included, upcoming budget deadline for the city, solutions that maximize number of housing units created, low hanging fruit, and co-benefits.

Considerations for City staff capacity was also highlighted. Tax stabilization measure, short-term rental designation form, and vacancy tax/fee were identified as low hanging fruit because of the previous work already completed.

- ❖ Alyssa will create a draft guiding document to potentially create an order for decision making. Committee members will offer feedback.

Presentation & Discussion: Vacancy Tax- Rebecca Copans

Rebecca presented draft language for a Vacancy Tax and sought the Committee's interest level in bringing this to the Council. If the Committee agrees to move this forward through the City channels, the committee would then formally recommend this to Council. Rebecca has signatures for a ballot initiative but would prefer to move through City process.

The group discussed attributes of such a tax or fee: incentives versus penalty; commercial versus private residential, etc. A member recommended surveying vacant property owners to learn about their needs or roadblocks for developing residential space.

- ❖ Carey will communicate to council an ordinance concept, during council reports, and will report back.

Discussion & Next Steps

- ❖ Alyssa proposed that the zoning regulations should be discussed during a special meeting, and the committee agreed. It will be held on January 20th at 6pm at the Senior Center.

Tax Stabilization was discussed as a subject of action, as previous work has already been completed. As such, a movement was presented.

- *Motion:* Lauren moved to support City Council in initiating a ballot to update tax stabilization policy to reflect current State standards, which are more favorable for development. Dan C. seconded.
- *Vote: Motion passed.*
- *Motion Approved*

Budget Matters

Lauren asked if the Committee should press council for the full \$250K funding of the Housing Trust Fund. Present Council members were pessimistic, but agreed it was important to articulate specifically how the funds would be used, and the benefits.

Philanthropy and revolving loan funds were discussed as alternative funding resources.

- ❖ Lauren will draft a pitch to Council, including examples of how funding can be used.

Next Steps

- ❖ Special zoning regulations review meeting: 6-7pm on January 20th.

Next Meeting

Date: Tuesday, January 20

Time: 6:00 – 7:00p.m.

Location: Montpelier Senior Center

Meeting adjourned at 7:31 p.m.

Minutes prepared by: Dan Wheeler

Date: January 8, 2026

LEGEND

❖ Action