

Montpelier Housing Committee
November 7, 2023
MINUTES

Monthly meeting held on ZOOM

Committee Members Present: Emma Zavez, Jo Ann Troiano, Stan Brinkerhoff, Diane Sherman, Jessica Oparowski, Cary Brown, Tim Heney, Sean Sheehan, Carol Moorman

Municipal Staff: Josh Jerome

Public: None

Call to Order: The meeting was called to order by Emma Zavez at 6:03 pm.

Standard Business

- a. Minutes taker – Carol Moorman
- b. Changes to Agenda – None
- c. Approval of Meeting Minutes from October 3, 2023, regular meeting
Jo Ann MOVED, Stan SECONDED approval of minutes as circulated, APPROVED by unanimous vote
- d. Approval of Meeting Minutes from October 10, 2023, special meeting
Emma MOVED, Carol SECONDED, minutes were APPROVED by unanimous vote
- e. Announcements
 1. From committee members – Emma reported that Rebecca will be meeting with the City Council tomorrow night to present committee work regarding short term rentals, committee members are welcome to attend.
 2. From Community & Economic Development Specialist –
 - a. Josh gave update on Country Club Rd. project. Reported that City is closer to terms and rates for the mobile home leasing. Will use standard GSA 24 month lease (12 mo lease with four three month extensions). City will receive a substantial fee for water/sewer upgrade. Once lease is signed and ready to go, mobilization of the temporary housing will move forward quickly. May be additional work to do regarding potential of mobile homes remaining on property at the end of 24 month lease period.
 - b. Other housing related business

1. City is gearing up for FEMA hazard mitigation assistance grants, possible spring deadline.
2. Work is beginning on tax stabilization policy with an eye toward better incentivization for developers and property owners.

f. Public Comment – None

Ground Rules and Next Steps/Projects on the Horizon: Emma said she would soon send out a Ground Rules document and previous brainstorm list of potential projects. She asked members to reflect on energy, time and commitment to subgroup work to continue momentum of the Housing Committee.

Housing Trust Fund Guidelines: The workgroup members led discussion section by section review of rewritten and expanded draft Housing Trust Fund Guidelines. Previous guidelines were brief/short. Rewrite is longer and more comprehensive. First time home buyer assistance was removed and ADU and shared equity program (through Down Street) were added. For larger housing development project grants - the intention is to add seed funding, allowing non-profit developers to access additional funding by demonstrating the city's interest & commitment to the project. Brief discussion of the reporting requirements in the draft - are there ways to leverage other reports that the non-profit developer may already be doing for other funding sources (ex: HUD). Workgroup members will follow up on this with stakeholders when sharing the draft. The Committee extended thanks to the workgroup for pulling together a full rewrite of guidelines for the Housing Trust Fund. Consensus was to move this document forward, sharing it with stakeholders for review and comment. The workgroup will make updates to the draft and bring it back to the Housing Committee for review and discussion.

The meeting ADJOURNED at 7:10 pm.

Respectfully submitted,
Carol Moorman