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**Affordable Housing Committee**

Town of Hinesburg

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**Meeting Minutes – September 27, 2022**

**Hinesburg Town Hall, 3rd Floor Conference Room**

**& Remote Zoom Meeting – 7:00 PM**

**Committee Members Present:** Carl Bohlen, Emily Raymond, Rocky Martin, Xander Patterson, and Dale Wernhoff.

**Public Present:** Dave Nagel

The meeting came to order at approximately 7:05 PM.

*October 20th Accessory Apartment Forum Discussion:* Rocky has a speaker to explain the water permit process and another speaker to review the zoning regulations. He’s working on having a general contractor available for questions. Xander and Dale volunteered to help with the Zoom setup so people can attend the forum remotely. Rocky, Xander, and Dale will meet with Phil Pouech seven to ten days before the event at the United Church of Hinesburg’s Parish Hall, where the forum will take place, for a dry run. Emily will write a letter to the editor of the local papers and an advertisement if it’s not too expensive. Carl suggested we provide refreshments, so he’s bringing apple cider and Emily will be bringing cookies. Rocky envisions the format will be he’ll open with an introductory presentation, followed by the three speakers. Dave suggested we invite The Hinesburg Record reporter that has attended other town meetings. Xander said he could invite the reporter, and he’ll forward Emily’s poster to the reporter and the newspapers.

*Proposed Housing Fund Discussion:* Carl clarified that the Hinesburg Affordable Housing Committee (HAHC) fund we are discussing and the fund proposed by Phil Pouech of the Select Board will not be duplicating services. The Select Board fund would be “based on projects that go above and beyond what is required by our zoning regulations” per Phil. Carl is going to reach out to area non-profits to tell them the town is thinking of starting an affordable housing fund, and ask them what they would like the funds to address. We would prefer not to lock the funds into specific items but rather keep our options open. Xander agrees that the conservation fund and the affordable housing fund should be separate, but should there be coordination between the two? Carl said yes.

*ARPA Request for Housing and Budget Request for FY 2024 (additions to the agenda):* We requested $100,000 in ARPA funds in an email to the town in March for a housing fund. We are also going to request $10,000 from the town on an annual basis, with any town funds not used in a fiscal year to roll over to the next year. The town sponsored a survey on how to allocate the ARPA funds but the survey had no specific questions relating to affordable housing. Xander asked does the town have to pre-allocate all the ARPA funds it will be receiving or can the town adjust the allocation over time. Nobody was sure one way or the other about that. We agreed to request $100,000 in ARPA funds, $10,000 annually in town funds, with any unused funds rolling over to the next year, and $2000 in operating funds for the fiscal year 2024 which would also roll over if unused. Rocky also stated questions will be asked about what these funds will be used for so we should have responses available as to why they are needed.

*Hinesburg Housing Needs Assessment Update:* The person who was going to update our 2017 Housing Needs Assessment has left the Chittenden County Regional Planning Commission. We also found out that this would only have been an update of the charts, while we want an update of the charts and the narrative. We’re not sure if we need to come up with more funds for a full update. If so, we probably will need to fund it partially through FY 2023 funds and partially through FY 2024 funds.

*Housing Projects Update:*

* Haystack Crossing – The final review by the Development Review Board (DRB) is closed. There was no opposition from the DRB. Alex Weinhagen, Director of Planning and Zoning for Hinesburg, told Carl that BlackRock (the developer) is following the HAHC recommendations regarding their affordable housing components. BlackRock did send information to Champlain Housing Trust on a funding request for affordable housing units two to three years out from now.
* Creekside (Hinesburg Center Phase 2) – The DRB will start the final application review at their 10/4/22 meeting.
* Kelley’s Field (Kelley’s Field 2) – The developers continue working on funding sources and are still planning to break ground in Spring 2023.
* NRG – No new information on the status of this project.

*Preparation of Committee Report for the Town Report (addition to the agenda):* Dale volunteered to supply a summary of the HAHC activities for the last year for the town report. It’s usually due to the town in mid-December.

*Meeting Schedule for Remainder of 2022:* Starting in 2023, Zooming as your only form of meeting will not be allowed any longer; you must have an in-person meeting as the standard procedure with Zooming optional. Rocky gets a much better internet connection at the town hall so he will be there for anybody who wants to meet in person, allowing the rest of us to Zoom in. For the remainder of the year, we will continue to meet on the fourth Tuesday of the month. We will probably want to switch the December meeting as that is only two days after Christmas, and some folks may be on holiday.

*Approve Minutes from June 28th and July 21st:* We reviewed the 6/28/22 minutes. Rocky motioned they be approved and Emily seconded. They were approved by voice vote. We then reviewed the 7/21/22 minutes. Rocky motioned they be approved and Emily seconded. They were approved by voice vote.

The meeting was adjourned at approximately 8:10 PM.

**Next Meeting –**

October 20th – ADU Forum

October 25th – Topics to be determined; see agenda on the town website.

Respectfully submitted,

Dale Wernhoff

HAHC Secretary



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