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**Affordable Housing Committee**

Town of Hinesburg

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**Meeting Minutes – December 20, 2022**

**Remote Zoom Meeting – 6:30 PM**

**Committee Members Present:** Carl Bohlen, Mary Beth Bowman, Dave Nagel, Xander Patterson, Beth Whitlock, Rocky Martin, Emily Raymond, and Dale Wernhoff.

The meeting came to order at approximately 6:30 PM.

*ADU Forum Follow-Up:* Rocky has all the email addresses we gathered during our Accessory Dwelling Units (ADUs) forum on 10/20/22. He’s going to email everyone to see if they would be willing to provide any feedback. Regarding ADUs, Rocky saw a post on Front Porch Forum that Carl had also forwarded to us. The post was by State Senator Michael Sirotkin and was about a new Vermont program to promote ADUs. The program will provide “critical technical support and also grant up to $50,000/unit for the construction of an ADU” per the post. Rocky emailed Shaun Gilpin at the Vermont Department of Housing and Community Development, who is overseeing the program, for more information. Rocky hasn’t had a chance to look at Shaun’s reply, but he did find out that each area of the state will have a different administrator, and that the program in our area will be administered by Champlain Housing Trust (CHT). There are two stipulations: the property owner must 1) provide a 20% match of whatever grant amount they receive, and 2) commit to renting the unit for five years at the United States Department of Housing and Urban Development (HUD) market rate for their county. Rocky will contact CHT to get more information. Beth went to the HUD website and found this program is a part of the Vermont Housing Improvement Program. Carl said, per Alex Weinhagen, Hinesburg Director of Planning and Zoning, that Hinesburg Zoning Administrator Jim Jarvis is also looking into this program for the town. Rocky will coordinate with Jim so we don’t duplicate efforts. Emily volunteered to write a post for the Front Porch Forum regarding the program once we have additional information.

*Proposed Housing Fund Update:* It sounds like the Select Board is open to using $50,000 of the American Rescue Plan Act (ARPA) funds the town is receiving due to the Covid pandemic for a housing trust fund. If this gets approved, we may need to come up with an application if the town doesn’t already have one. There is a public hearing on 1/4/23 regarding the town budget, but when there will be one for the ARPA funds is unknown.

*Hinesburg Housing Needs Assessment Update:* The Chittenden County Regional Planning Commission will be updating our Housing Needs Assessment which was last revised in 2017. The commission has hired Darren Schibler as a staff planner. Darren had worked for the Town of Essex and was involved with their assessment. He’ll start on the update in January and should be done by June. Darren is going to update everything including the graphs, charts, and especially, the narrative. Previous discussions had only involved updating the first two items.

*Housing Project Updates:*

* Kelley’s Field: The developer received a $300,000 funding commitment from one of their funding sources but that was half the amount they requested. They’re looking into other funding sources to make up the gap. The project went out to bid on 12/19/22 and they’ve begun the zoning permit process. They plan to close and begin construction around March/April 2023.
* Hinesburg Center Phase 2: We provided a memo with our recommendations regarding the inclusionary housing units to the Development Review Board (DRB). Right after this meeting, Carl will Zoom into the DRB meeting to review our memo as required. There has been no word from the developer since we met last month.
* Haystack Crossing: The developer has been in contact with CHT regarding their Home Equity Program, and hopes to work with CHT on the affordable units. They are also working with several potential partners on the 30-unit senior housing building. They hope to submit their Act 250 permit by the end of the year and have a construction timeline by the end of winter. They are optimistic about providing the affordable rental units, and may even be able to provide some for-sale units, either with or without CHT’s help.

*Committee Membership Discussion:* We currently have one vacancy on our committee. If anyone is interested, please refer to the town website for information on how to join.

*2023 Meeting Schedule:* We currently meet on the 4th Tuesday of the month, mostly via Zoom. Xander has a conflict for the first quarter of 2023 about meeting on Tuesdays. We all agreed we could move it to Wednesdays, either the fourth or third one of the month. Carl is going to check with the Town Hall to see if any rooms are available for meetings on either of these days. He’s also going to see if we can continue meeting via Zoom only (which we all agreed was convenient), or if we’ll have to go to a hybrid in-person/Zoom meeting format. Zoom meetings were necessary during the Covid pandemic but the state may require an in-person option in 2023.

*Approve Minutes from November 29th:* We reviewed the 11/29/22 minutes. Xander motioned they be approved and Dave seconded. They were approved by voice vote.

The meeting was adjourned at approximately 7:05 PM.

**Next Meeting –**

Date, time, and topics to be determined; see agenda on the town website.

Respectfully submitted,

Dale Wernhoff

HAHC Secretary

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