

TOWN OF ESSEX HOUSING COMMISSION MEETING MINUTES

Tuesday, July 2, 2024

Housing Commission (HC): Rupesh Asher (Chair; absent), Lauren Ressue (Vice Chair), Carolyn Ellenberger (Clerk), Anna Brouillette, Deb Flannery (absent)

Administration and Staff: Kent Johnson (Town Planner)

1. CALL TO ORDER

Since this is the annual organizational meeting where officers are selected, Kent called the meeting to order at 3:05 PM since officers have not yet been elected for the year.

2. ELECTION OF OFFICERS

The following officers were elected of those present during the meeting:

- Chair: Anna Brouillette
- Vice Chair: Laurent Ressue
- Clerk: Carolyn Ellenberger

Since Rupesh was not present, the assignment of officer roles will be revisited at the next meeting.

3. AGENDA ADDITIONS/CHANGES

There were no changes to the agenda.

4. PUBLIC TO BE HEARD

There were no members of the public present.

5. APPROVAL OF MINUTES

Lauren motioned to approve the May 1, 2024 meeting minutes, Carolyn seconded. The motion passed 3 – 0.

6. DISCUSS THE WORK PLAN AND WORK ASSIGNMENTS

Lauren presented the draft work plan that captures Housing Commission activities and details. The work plan will be stored on the Housing Commission's Google drive.

Kent noted that the Chittenden County Regional Planning Commission is preparing a proposal of number of housing units to add to county municipalities. Kent will provide more info when available. Housing Commission could use numbers to propose what needs to happen each year to meet targets and to propose plans for controlled growth.

Members discussed whether budget could be available to fully update the Housing Needs Assessment. It was agreed to explore financing options as part of the work plan.

Kent suggested preparing a document that is easy to read and contains a roadmap of where the Housing Commission wants to go with respect to housing, what are the barriers, and how we will get there.

Members prioritized the following activities on the work plan with the noted leads/supporting member:

- Conduct a comprehensive review of housing and demographic data (Lauren/Anna)
- Create a clearinghouse on town's website for Essex residents and developers related to housing resources (Carolyn/Lauren)

7. MEMBER REPORTS

There were no member reports.

8. ADJOURN

The Chair adjourned the meeting at 3:58 PM.

Minutes submitted by Carolyn Ellenberger, Clerk.