

TOWN OF ESSEX HOUSING COMMISSION MEETING MINUTES

Thursday, October 24, 2024

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

Administration and Staff: Kent Johnson (Town Planner)

- Call to Order
- Agenda additions/changes
- Public to be heard
- Approval of Minutes
- Resource Website Development Review and Next Steps
- Update on Chittenden County Regional Housing Convening
- Update on Essex Municipal Site
- Update on Oter Recent HC Conversations/Priorities
- Member Reports
- Adjourn

1. CALL TO ORDER

Anna called the meeting to order at 2:01 PM.

2. AGENDA ADDITIONS/CHANGES

It was agreed to keep the meeting open until 3:01 PM because the meeting time was posted on the website as 3:00 – 4:00 PM. No other changes to the agenda were made.

3. PUBLIC TO BE HEARD

There were no members of the public present.

4. APPROVAL OF MINUTES

Carolyn motioned to approve the Sept 3, 2024 meeting minutes, Anna seconded. The motion passed 2 – 0.

5. **BUSINESS ITEMS**

- a. Resource Website Development Review and Next Steps
 - i. HC members reviewed the updated proposal, which contained comments from Anna and Lauren; members agreed to focus on housing-related links, to eliminate redundancy, and to keep content simple to start
 - ii. **Action:** Carolyn to update the proposal and bring to next HC meeting to discuss steps for implementation
 - iii. **Action:** Kent to confirm functionality of HC email address housing.commission@essex.org
- b. Update on Chittenden County Regional Housing Convening
 - i. **Action:** Kent will reach out to request information on regional updates and suggestions on what other HCs have done to support housing in the area
- c. Update on Essex Municipal Site
 - i. Several draft plans have been proposed with a variety of housing options included
 - ii. It seems the current plan will like be for developers to have an opportunity to bid on housing development; Anna proposed that the HC could think more creatively about ways to develop housing in partnership with socially-minded organizations to build affordable housing, e.g., through a partnership with Champlain Housing Trust
 - iii. HC will continue to follow progress and try to attend upcoming meetings on the project; individuals can sign up for email alerts about projects on Essex Town website
 - iv. Kent shared a link to 'affordable housing' and 'affordable housing development' definitions:
<https://legislature.vermont.gov/statutes/section/24/117/04303>
- d. Update on Other Recent HC Conversations/Priorities
 - i. Selectboard:
 - 1. Anna provided high level updates on HC activities with the Essex Selectboard in October
 - 2. HC to consider a budget request to the Selectboard for discussion and endorsement at the November HC meeting; budget items could include community engagement (e.g., bringing in a speaker/consultant, tabling events) and conference attendance

- a. **Action:** Kent to check on required format for budget submission
 - b. **Action:** Anna to prepare potential line items for HC review at November meeting
- ii. Currently there are no new housing related projects needing HC input
- iii. Essex Town will be updating statewide zoning regulations next year; HC should consider what updates they might like to see
- iv. **Action:** Anna to reach out to Deb to determine interest in continuing as an HC member

6. MEMBER REPORTS

- a. There were no member reports.

7. ADJOURN

Rupesh motioned to adjourn the meeting, Carolyn seconded. The Chair adjourned the meeting at 3:02 PM.

Minutes submitted by Carolyn Ellenberger, Clerk.