

Town of Richmond Housing Committee Meeting Minutes

Date: December 12, 2024

Time Started: 5:35pm

Time Ended: 7:01pm

Keith Osborne, Host, Town Planner

Present: Virginia Clarke, Mark Hall (Chair), Connie van Eeghen

Guest: (none)

Absent: Matt Parisi, Nick Blanchet, Andrew Mannix

Committee is approved at 5 members, 2 alternates (5/16/22); quorum is 3

1. Welcome and troubleshooting
2. Adjustments to Agenda – none 0:00:31
3. Approval of the November 14, 2024 meeting minutes 0:00:47
 - a. Accepted as written
4. Development of Community Support (Connie) 0:01:15
 - a. https://richmondvt-my.sharepoint.com/:w:/g/personal/koborne_richmondvt_gov/EZy7-HIY0WtFo_94MfoHmcEBS3Qm33KEI7tiMRO9MvhBLA?rttime=p8ooWKam3Eg&wdLOR=cEE2E95D2-1530-4977-8036-0E0780B5B7BE
 - b. Summary of plan: create a process, invite participation in the process, summarize what we learn as we go through the process, and use multiple methods of reaching out for each message/update
 - c. Deadline for Town Plan: goal is March 2026
 - i. Mid-summer 2025: need draft for each section (e.g. Housing)
 - ii. Public hearings: not yet planned; could be spread out through the year
 - d. This Committee must develop its own process but must work with Regional Planning Commission
 - i. Rough process:
 1. Review goals from 2018
 2. Review the text from 2018 (outline of situation and specific goals & actions)
 3. Review of new statutes related to housing
 4. Summarize what we've learned from the experts, as an example:
 - a. Access to municipal water/sewer system, but there's not much open land left (Jericho Rd, Main Street – east and west, Huntington Rd) and available land is situationally specific, so requires working with individual land owners
 5. Update on current housing situation: e.g. availability and affordability have gotten worse
 6. Identify what Richmond can do to make it better
 7. New goals
 8. Actions
 - ii. Ideas
 1. Invite participation in the process (above)
 2. Film night: "Just Getting By" – Connie to rent for Jan 10-12; send bill to Keith
 - a. <https://vimeo.com/store/ondemand/popup/6695146?referrer=https%3A%2F%2Fkingdomcounty.org%2F&ssl=1> RHC to view and decide if we want to organize a community viewing opportunity – could work with Racial Equity Committee
 3. We need to know what we can do to make it easier
5. Review updated housing committee Charge (Mark) 0:55:00
 - a. [Housing Committee Charge 12-5-23 - DRAFT.docx](#)
 - b. Review of Short Term Goals
 - i. Develop and complete housing strategy document: added "and present to Planning Commission"
 - ii. Refresh housing inventory data
 1. Keith will start working on this
 - iii. Report on 2018 Town plan Housing actions and update Town Plan related to housing to be completed by 2025
 1. [2018 Town Plan](#) Housing pages : 29, 47, 61

- 2. Virginia proposed that, once identified, we can start work on some of the 2018 action items
 - 3. One possible item: know when funding is available and what is needed to get it (e.g. Rental Revolving Loan Fund)
 - iv. Maintain Housing Committee membership
 - c. Agreed to keep Short Term goals
- 6. Update on partner conversations (Mark) 1:06:00
 - a. Mark met with various housing/planning representatives, resulting in several reminders/ideas:
 - i. There is a list of funding sources, which changes over time*
 - ii. Need a process: who is responsible and has authority to support*
 - 1. Template for letters of engagement (Mark uploaded these to the Richmond folder)
 - 2. Guidance for Town Manager and/or others
 - iii. Consider developing a housing Fund, like Hinesburg has done, to be developed over the long term*
 - iv. Master Plan for specific areas, such as the Gateway: a vision of how we can grow and develop
 - v. Neighborhood Development Area: support as developed by Town Planner/Planning Commission
 - vi. State of VT will develop specific targets by county or region; CCRCP has a formula for impact on Chittenden County for 2030 and 2050
 - vii. Consider a strategy for purchasing land, e.g. due to non-tax payment
 - b. Consider these (*) for action items in the next Town Plan and/or the Committee Charge
- 7. Other business, correspondence, and adjournment 1:23:00
 - a. Next meeting: January 22, 2025: confirmed
 - b. Proposed agenda to include: Review feedback on "Just Getting By"; review each of the 2018 Town Plan pg 30 goals and decide what we've done and whether we should retain in the next plan; Strategy document: Zoning Recommendations (Virginia to report)
 - c. Agreed to adjourn at: 7:01p

Recorded by Connie van Eeghen