

NORWICH PLANNING COMMISSION: AFFORDABLE HOUSING SUBCOMMITTEE
Minutes

January 22, 2024
6:30 PM

Attendees:

Subcommittee members: Jeff Lubell, Jeff Goodrich, Brian Loeb, Paul Manganiello

Guests: Jack Kauders (Executive Director of UV Habitat for Humanity, Jaan Laaspere (Chair of Norwich Planning Commission)

Approve agenda:

Jeff Lubell moved to approve, seconded by Paul Manganiello.

Approved 4-0

Comments from the Public: none

Approve minutes from prior meeting:

Jeff Goodrich made a motion to approve the Nov. 20, 2023 minutes, Jeff Lubell seconded. Motion Passed 2-0 with 2 abstentions (Paul and Jeff Goodrich).

Update on Vermont Community Development Program grant application

The Two Rivers-Ottauquechee Regional Commission (TRORC) has agreed to administer the grant. The Town Manager has indicated that town staff are not available to serve as project managers so there is a need to identify who will provide project management for the project. That could be provided by members of the affordable housing subcommittee or by an outside professional.

Discuss Public hearing on the VCDP Planning Grant application

A public hearing is needed before the application can be submitted. The meeting needs to be noticed 15 days before the actual public hearing. The grant application needs to be submitted before the deadline in early April. Jaan has requested that the Selectboard warn a hearing for its Feb. 28 meeting. This request will be discussed at the January 24 Selectboard meeting.

Jack Kauders, director of the Upper Valley chapter of Habitat for Humanity, introduced himself and said he has walked the land and would be willing to have Habitat serve as the project manager for the project. Habitat is excited about the project and believes it has the necessary experience not only to manage the planning phase, but to see it through to completion should the town decide to proceed. Jeff Goodrich indicated that his firm has worked with Habitat before, on both a volunteer and a paid basis, but does not perceive a conflict of interest.

Brian made a motion to request a proposal from Habitat for project management services for the project and for him and Jeff Lubell to discuss the possibility of Habitat serving in this role with Jack and TRORC to see if agreement could be reached. Motion passed 3-0 with one abstention (Jeff Goodrich).

Discuss:

Town's \$1 million surplus:

Jeff Lubell noted that he had proposed at a Selectboard hearing that \$100,000 of the town's surplus be set aside for future affordable housing for Norwich.

Brian needed to sign off so the committee no longer had a quorum

March 18th Workshop on Accessory Dwelling Units

There is a plan for a workshop on accessory dwelling units at the March 18, 2024 subcommittee meeting. Jeff Goodrich offered to discuss the issue of septic requirements at that meeting. Paul suggested contacting Vital Communities as they did a seminar on this topic on November 3, 2021.

Other Business: no discussion

Adjourned