AFFORDABLE HOUSING SUBCOMMITTEE
Meeting Minutes

Monday, November 16, 2026
Hybrid Meeting: In-Person at Tracy Hall and via Zoom
Members Present: Jeff Lubell, Jeff Goodrich, Brian Loeb, Peter DeShazo, Aviva Tevah,
Members Absent: Lindsay McClure Miller, Gregory Hynes
Staff: Steven True
Members of the Public Present: None

Meeting Minutes

1. **Approve meeting agenda** – The agenda was approved unanimously.

2. **Approve October meeting minutes** – The October meeting minutes were approved unanimously.

3. **Village Master Plan charrette** – Brian Loeb reported that the December 3 charrette will focus on housing, transportation, and community business. Jeff Lubell plans to speak about affordable housing and encouraged members to attend and help ensure that housing priorities are represented. Jeff also reported that the Planning Commission had agreed to hear his input on the missing-middle housing memo. Members discussed the importance of housing options for moderate-income residents and people at different stages of life.

4. **Housing information and outreach materials** – Members discussed developing accessible housing information for the Town website, including material addressing accessory dwelling units, duplexes, triplexes, and the need for affordable housing in Norwich. The group discussed whether existing housing market information should be updated before completion of the Town Plan and identified the need to clarify the intended audience and uses of any new materials. Members also discussed preparing a persuasive document explaining the benefits of additional housing and population growth for the town.

5. **Housing questions and Town Plan implementation** – Members discussed developing a list of key questions about housing needs and benefits to guide future outreach materials and the Town Plan's housing chapter. Brian Loeb, Peter DeShazo, Aviva Tevah, and Jeff Lubell will each prepare approximately five questions, with initial thoughts about possible answers, and send them to Jeff by December 4. Jeff will compile the questions and include them in the packet for the next meeting. Members will review the list at the next meeting, select questions for further development, and assign drafting responsibilities, with the goal of preparing a draft by January and finalizing it by February. Members also compared Norwich's Town Plan with Montpelier's housing plan, noting that Montpelier's plan includes more specific targets and implementation strategies.

Discussion emphasized the value of identifying a limited number of high-priority goals with clear responsibilities and timelines. Members discussed gathering additional information from town staff, including the town manager, to inform implementation planning.

Next steps: Members will submit their questions to Jeff by December 4. The compiled list will be reviewed at the next meeting.

Next meeting: December 21, 2026, at 6:00 p.m.