

MINUTES
AFFORDABLE HOUSING TRUST FUND ADVISORY COMMITTEE MEETING
MARCH 25, 2014

First Selectman Jayme Stevenson called the meeting to order in Room 206 of Town Hall at 9:07 a.m.

Present were First Selectman, Jayme Stevenson; Planning & Zoning Commission Chairman, Susan Cameron; Board of Finance Chairman, Elizabeth Mao; Human Services Commission Chairman, Debra Hertz; Community Member, Sam Fuller; Housing Authority Commissioner, Cynthia Ashburne; and RTM PZ&H Committee Member, Ted Hawkins. Also in attendance was Jeremy Ginsberg, Director of Planning & Zoning.

The Election of Officers

Susan Cameron nominated Sam Fuller as Chairman because of his expertise with housing development and knowledge of affordable housing. Liz Mao seconded the nomination and Mr. Fuller was unanimously voted Chairman.

Susan Cameron offered to serve as Vice-Chairman. Liz Mao nominated Ms. Cameron as Vice-Chairman, Debra Hertz seconded the nomination and Ms. Cameron was unanimously voted Vice-Chairman.

Susan Cameron nominated Joanne Hennessy as Secretary. Debra Hertz seconded the nomination and the vote was unanimous to elect Mrs. Hennessy as Secretary.

Review of Charge

Ideas for Affordable Housing projects may be forwarded to the committee from a variety of sources including but not limited to: the Planning & Zoning Commission, the Director of Planning & Zoning, the First Selectman or a private developer. The group may consider whether it wants to solicit its own developments.

Jeremy Ginsberg provided an overview of Inclusionary Zoning which allows for fee-in-lieu payments to the fund for proposed developments. Presently, there is a total of \$362,234.25 in the fund which was paid as a fee- in-lieu for a development at 745 Boston Post Road. Ed Schmidt, an attorney for the Town, noted that the ordinance stipulates these funds may only be used for purchasing, constructing, repairing or rehabilitating affordable housing, not soft costs.

Mrs. Stevenson recommended Lesley Higgins-Biddle provide her thoughts on Affordable Housing to the committee since Ms. Higgins-Biddle has vast experience with such housing throughout the State. The committee will invite her to speak at its next meeting.

Meeting Schedule

Mr. Fuller suggested that since the group is reactionary, responding to requests brought forth, that perhaps meeting once or twice a year would be sufficient. In the end, it was decided that the committee would meet quarterly on the first Tuesday of the last month in the quarter, at 8:30 a.m. Liz Mao motioned to adopt this meeting schedule, seconded by Debra Hertz. The vote was unanimous.

Mrs. Stevenson reminded Mr. Fuller that all meetings, agendas and minutes must be filed with the Town Clerk's office in accordance of FOI Statutes. In addition, email communications are subject to FOI inquiries and should be kept separate from personal emails. Matters related to proposals should be discussed in public during meetings, rather than via email messages.

Mrs. Stevenson advised the members that Town Counsel is available to them should any situation arise that causes a conflict of interest concern.

Finally, Mr. Fuller suggested that members bring their ideas about policy and procedures to the next meeting. There being no further business, Susan Cameron moved to adjourn, seconded by Liz Mao and unanimously approved. The meeting was adjourned at 9:53 a.m. The next meeting is scheduled for Tuesday, June 3, 2014.

Respectfully submitted,

Linda O'Leary
Administrative Secretary