

**Sturbridge Housing Trust
Meeting Minutes
Tuesday, December 12, 2023
Town Hall — Veteran's Hall**



APPROVED

Present:

Diane Trapasso
Wally Hersee
Maura O'Connor
Ed Goodwin
Margaret Darling
Kathy Neal
Jean Bubon, Town Planner
Robin Grimm, Town Administrator

Absent

Jamie Goodwin

K. Neal called meeting to order at 4:32 PM and read the agenda.

Approval of the Minutes

November 4, 2023

Motion: To Approve the minutes of November 4, 2023 as written.

By: D. Trapasso

2nd: M. Darling

Vote: All in Favor (6-0)

FY25 Budget Request for the Affordable Housing Trust

- K. Neal reviewed the FY25 Budget Request for the Affordable Housing Trust, and discussed eligibility of budget items for CPA funds.
- A 10-15 hour per week, non-benefitted position for paid town employee in the position of Housing Coordinator was discussed. All agreed that this "in-house" position would be best to begin with.
- J. Bubon stressed that now that an Affordable Housing Plan, with goals, would place the Trust's request for funds from CPC in a much better position than a year ago.
- R. Grimm reiterated cost for a part time, in-house Housing Coordinator vs. hiring a consultant would be money better spent.
- J. Bubon stated that the CMRPC representative would also be available to assist, but would not be in-house.

Discussion

Discussion concerning when to present budget request to CPC. Next CPC meeting is on January 8, 2024 at 7:00 PM. Deadline for requests is the CPC meeting of February 5, 2024 at 7:00 PM.

- J. Bubon stated that RFP for consultant service for time before new position is approved, and begun, is not yet complete.
- Further discussion about what work the consultant could perform in advance of hiring a Coordinator.
- J. Bubon suggested that the consultant could develop the framework for the initial programs to be offered by the Housing Trust.
- J. Bubon spoke of additional projects the CPC funds could be used for added upon her research into what other communities have accomplished with CPC funds.
 - J. Bubon stated that First time homebuyer assistance, and home rehab programs, with deed restrictions, are two programs that could be started in the beginning.
- E. Goodwin stated that the Housing projects mentioned would be allowed by CPC.
- R. Grimm agreed that having the consultant develop the framework would be good.
- E. Goodwin asked if the Housing Trust could hire an actual part time coordinator sooner than late summer, early fall of 2024.
- R. Grimm stated that she did not feel that the previously passed article would allow that to happen since the money was specifically for the hiring of a consultant, not an employed coordinator.
- J. Bubon announced that the next meeting of the housing trust would be on February 6, 2024 at 4:30 PM.

Old / New Business

None

Adjournment

Motion to Adjourn

By: W. Hersee

2nd: D. Trapasso

Vote: All in Favor (5-0)

Meeting Adjourned at 5:07 PM