

Town of Richmond Housing Committee Meeting Minutes

Date: September 23, 2025

Time Started: 7:03p

Time Ended: 8:39

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

Absent: Nick Blanchet, Mairead O'Reilly

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

1. Welcome and troubleshooting (0:11:00)
2. Adjustments to Agenda – add update to Town Plan
3. Approval of the September 2, 2025 meeting minutes - Accepted as written
4. Review Updates to the Strategic Plan (0:12:00)
 - a. Based on suggestions from Keith Osborne, Town Planner, Mark updated the SP document:
 - i. https://richmondvt-my.sharepoint.com/:w:/r/personal/koborne_richmondvt_gov/_layouts/15/Doc.aspx?sourcedoc=%7B310EDF6B-0C80-4FEB-A2B5-69503BB67B1E%7D&file=Strategic%20Housing%20Plan%2025-DRAFT-MASTER%20COPY.docx&action=default&mobileredirect=true
 - b. Suggestions included:
 - i. Add that Committee advocated for Tier 18 Exemptions for housing; work into Zoning Recommendations.
 - ii. Emphasize goal of making zoning processes more user friendly rather than using the term “streamlining,” which may imply shortening steps in the process which may be legally required.
 1. Virginia provided specific examples of how the process could be made more user friendly, such as revising zoning and subdivision regulations
 2. Consider adding that the DRB strengthen its procedures through site visits and preview of materials
 3. These recommendations will also appear in the Community Development section of the Town Plan
 - iii. State and Federal subsidized housing assistance programs section starts with a “background” section that sets the stage for the subsequent recommendations for this section.
 1. Tone of the narrative could be interpreted as evaluative, instead of contextual. Revised accordingly.
 2. Changed title to “Successfully Funding Affordable Housing Projects”
 - iv. Accepted all changes suggested in “Development of Community Support and Outreach” and “Water and Sewer Regulation/Policy Revisions” sections
 - c. Committee members agreed that the items in the SP are not necessarily actions that the Housing Committee can take, but can support in order to achieve the goal of its charter
 - d. Discussed whether to include this document in the Almanac of the Town; agreed, once it has been presented to the Selectboard (SB)
5. Prepare for Strategic Plan presentation – Oct 20th SB Meeting (01:26:00)
 - a. Goal: Presentation of the Committee’s Strategic Plan for our future actions
 - i. Presenter: Mark, Connie via Zoom, possibly Andrew via Zoom; Virginia might be available
6. Other business, correspondence, and adjournment (01:35:00)
 - a. Discuss Recruitment of new members/Committee Chair
 - i. Connie: follow up with Mairead
 - ii. All: internal networking to find new Committee members
 - iii. Mark: will post on FPF
 - b. Next meeting: October 28, 7p
 - c. Proposed agenda to include: Follow up on SB presentation of Housing Strategic Plan; updates on the Housing section of the Town Plan, especially data section (Virginia); recruitment efforts
 - d. Agreed to adjourn at: 8:39

Recorded by Connie van Eeghen