



Affordable Housing Trust Fund Action Plan Working Group

Date: March 17, 2022
Time: 8:30 AM — 9:00 AM
Location: Conducted via remote participation

Attendees

Working Group Members Present: Neil Mongold, Calpurnya Roberts, Jaclyn Pacejo, Karen Kelleher

Others Present: Kelly Lynema, DPCD

MEETING SUMMARY

CPA Committee Update. Karen Kelleher indicated that she had spoken with Sue Doctrow and Dave Swanson who will both be acting as liaisons to the AHTF. They have been invited to the action plan working group meetings, as well as the full AHTF meetings going forward. They will attend when/if they can, and will appreciate being kept informed about the process in any event.

Action Plan Scope of Work. We began by reviewing the 5 elements of the original action plan scope of work and discussed how and whether to proceed with them, and what parts might be the subject of a more limited scope of work. We hope we will be able to engage consultants best suited to advise us regarding the feasibility and implementation strategies for our priority goals by separating that scope from the management of the public engagement process and by better defining the types of strategies we would like to consider and some of the priorities we would like the consultant to help us achieve. The working group seeks to complete its work and report back to the full AHTF with a proposed path forward at our next meeting on April 14.

Goals and Priority Strategies. With respect to the menu of potential affordable housing creation and preservation goals and strategies, we reviewed the “Potential AHTF Investments” slide from our presentation to the CPA committee and discussed this as a starting point for organizing this section and discussed what might be included in these categories. We shared some priorities that we may want to consider setting forth in the action plan, such as the extent to which we want to prioritize housing for particular types of households/residents or particular income levels, the extent to which leveraging additional resources is important, balancing the need to preserve existing affordable housing and to create more, and the extent to which we seek to identify short term and/or long-term strategies. We agreed to bring additional priority issues for consideration at our next meeting.



Public Engagement Process. We discussed our desire to ensure an inclusive public engagement process, and the need for Trustees to play an active role in facilitating the process if it was removed from the consultant's scope. We discussed the importance of a realistic staffing plan for this, and possibly engaging a separate partner or consulting to support the trustees in this process – it was noted that active collaboration between the Trustees and consultant(s) would be critical. We discussed some ideas to prioritize inclusion and maximize participation by those with the greatest housing needs. We also discussed our hope to collaborate with and engage local bodies and organizations related to housing throughout the process. Calpurnya agreed to consider what the public engagement process should look like and all agreed to consider what groups should be engaged.

Homework to Inform Next working group meeting (8:15 a.m. on Thursday, March 21)

- All to review Housing Production Plan and Fair Housing Plan to inform Action Plan process.
- All to identify priorities the AHTF might consider addressing in the Action Plan.
- All to identify Town bodies and other organizations and groups to be engaged.
- Karen Kelleher to prepare draft menu of affordable housing creation/preservation goals and strategies, with preliminary framework re: feasibility, budget, implementation method and impact.
- Calpurnya Roberts to prepare draft outline of public engagement process, including staffing strategy.