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By Town Clerk's Office at 8:47 am, Mar 20, 2023



## Burlington Housing Partnership Committee

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### Meeting Minutes

February 21, 2023, via Webex

**Committee Members Present:** Kerry Donahue (KD), Chair  
Eileen Sickler (ES), Vice-Chair  
Henry Wu (HW), Secretary  
Michael Runyan (MR)  
Toni Ann Natola (TN)

**Committee Members Not Present:** Rita Shah (RS)

**Other Attendees:** Drew Merrill (DM), Shari Ellis (SE)

- KD called the meeting to order at 5:01 PM.
- **BHPC Standing Committee Process/Status** – Discussion on the recognition and approval of the BHPC as a standing committee by Town Meeting and blessed by the State. Committee composition calls for seven (7) voting members vice current six (6), so need to fill the existing vacancy. Further discussed reaching out to folks that may be interested in serving on the BHPC and identifying candidates for appointments in the April/May timeframe. SE made recommendation to let Amy Warfield know about committee openings so that it can be posted on the Town's website.
- **Life Time Living – Northwest Park** – ES reported on the 8 February 2023 Open House for the Life Time Living Affordable Units. ES reviewed the FAQ factsheet that was provided to the Open House Attendees. The rent covers membership to Life Time Fitness. KD mentioned that she had received feedback from people on Facebook on the rent not being affordable. The rates are supposed to be about half of the market rate for the units. Although Life Time has not released the market rates yet for the units, the preliminary figures contained in the factsheet is pretty much in line with it being half of the going rates for similar units in Burlington for new luxury units. Life Time will perform annual monitoring of affordable units to ensure occupants continue to qualify for the affordable units. Lottery applications for the units will open up in March 2023 and the lottery is scheduled to be held in May.
- **Grandview Farms** – KD received update from John Danizio via e-mail and shared with the committee. The town is in receipt of 10 applications and Liz Rust is reviewing them to verify qualification. The lottery is scheduled for 28 February 2023. ES asked whether the 10

applications were for one (1) unit or two (2) units. KD and DM responded that the 10 applications were for the two available units. DM also added that he has not heard any status of the two units that will soon be available.

- **119 S. Bedford** – KD received update from John Danizio via e-mail and shared with the committee. The bid process was taken over by the Maintenance Department and the project was advertised on 21 February 2023. There will be walkthrough for potential bidders scheduled for either 1 or 8 March. The bids are due 15 March 2023.
- **Teen Homelessness Grant** – KD stated that there is no action at this time since BHPC is waiting for BYFS to post information about the grant on their website. MR suggested that BHPC work with BYFS on temporarily renting out 119 S. Bedford to at-risk youths if a buyer for it can not be quickly found. MR also suggested perhaps working with Council on Aging (COA) that is helping the person undergoing eviction notice to be a potential renter for 119 S. Bedford as another option. That is, utilize 119 S. Bedford as a transitional housing for seniors. ES asked MR why he believes it would be difficult selling 119 S. Bedford. MR stated that our experience with 117 S. Bedford leads him to believe 119 will be hard to sell since 119 is more expensive than 117 and the interest rates is also much higher since 117 sold.
- **Other Business** – ES brought up that we will need to determine how the committee will operate after 31 March when authorization for virtual meetings expires. From that point on, the Chair or designee and committee quorum must be physically present to conduct meetings. MR questioned the logistics for doing a hybrid meeting since not many conference rooms at Town Hall can support. SE stated that any of the conference rooms can utilize for hybrid meetings. It just means that people have to log in through their computers. KD stated that the town has not notified the committee regarding the end of virtual meetings so this was first time hearing about end of virtual meetings. KD asked ES share the notice that she received.
- **Minutes** – MR made motion to approve the 24 January 2023 meeting minutes. ES seconded the motion. KD, ES, MR, RS, and HW all voted “Yea”. TN abstained. The 24 January 2023 minutes were approved 5-0-1.
- **Next Meeting** – the next meeting will be on 7 March 2023 at 5:00 PM.
- **Adjourned** – the meeting was adjourned at 5:30 pm.
- **Minutes Approved** – On 7 March 2023, MR made motion to approve the 21 February 2023 meeting minutes. TN seconded the motion. KD, ES, MR, TN, and HW all voted “Yea”. RS abstained. The 21 February 2023 minutes were approved 5-0-1.
- **Respectfully Submitted,**  
Henry Wu, Secretary