

# Town of Londonderry, Vermont

## Housing Needs Assessment Committee

### Meeting Minutes

Wednesday, October 12, 2022 – 2:00 PM

**In Attendance: Patty Eisenhaur, Melissa Brown, Maryann Morris, Paul Abraham, Sharon**

**Crossman**

**From Camoin Associates: Dan Stevens, Stephen Houdlette**

1. Call Meeting to Order - 2:05
  - a. Paul motions to approve minutes from meeting on 9/15/2022, Melissa seconds - all are in favor, the motion passes
2. Additions or Deletions to the Agenda [1 VSA 312(d)(3)(A)]
  - a. None
3. Discuss updates, next steps and information needs with Housing Needs Assessment consultant
  - a. **Community Housing Needs Survey**

Camoin Associates will soft launch the survey to the Housing Needs Assessment Committee first

a. Feedback on content

- i. Discussion about types of typical housing situations.
- ii. Questions about the ability to cross tabulate responses and follow an individual response through the whole survey.
  1. Camoin will continue this conversation to make sure their tracking is right for the committee
- iii. Discussion on zip codes versus towns
  1. Towns will be used instead of zip codes
- iv. Discussion on how to address people who were residents during the pandemic but may not stay
- v. Discussion on 'mobility'
  1. Add clarifying questions such as do you plan on moving within a certain amount of time
- vi. Discussion of an appropriate response scale (1-3 versus even numbers and appropriateness of placement for NA)
- vii. Discussion on equitable language for cost of housing question
  1. Adjustments will be made
- viii. Discussion on price range of Houses/Rentals
  1. Adjustments will be made to accommodate local trends
- ix. Discussion on how to capture short term and long-term rental data in the community
  1. Camoin Associates will work on how to add these questions
- x. Discussion on the question about what types of housing could be available in the community

1. Include work/stay option, Duplex
- xi. Discussion about second homeowners, do we need to add questions specific to this group?
  1. This group will be identified in the survey, however, it was decided that specific questions to this group could make the survey too long

Camoin Associates will update the survey with recommendations and send it out for a final look before launch. The Housing Committee will then be tasked to get it out into the community.

The Housing Needs Assessment Committee will look at the towns list data provided by Camoin Associates and send feedback about reach and job concentrations.

4. Other matters
5. Schedule next meeting
6. Adjournment
  - a. Adjourned at 3:30pm

**NOTE: The meeting was held remotely on Zoom meeting software with connection information provided in the agenda. The Town also provided a physical location at which the general public could view and participate in the meeting: Londonderry Town Office  
100 Old School Street  
South Londonderry, VT.**