

**TOWN OF WILLISTON
SELECTBOARD
MINUTES OF MEETING
February 3, 2014**

DRAFT

MEMBERS PRESENT: Terry Macaig (Chairman); Debbie Ingram, Jay Michaud, Chris Roy. (Jeff Fehrs was absent.)
ADMINISTRATION: Rick McGuire, Town Manager; Ken Belliveau, Planning Director; Bruce Hoar, Public Works Director.
OTHERS PRESENT: Keri Goldberg, Kenn Sassorossi, Tracy Tsugawa, Charlie Magill, John Patzer, John Hemmelgarn, Stephanie Choate (Williston Observer).

1. Call to Order

Chairman Terry Macaig called the meeting to order at 7 PM.

2. Minutes

January 21, 2014

MOTION by Chris Roy, SECOND by Debbie Ingram, to approve the minutes of January 21, 2014 with the following correction(s)/clarification(s):

Page 3, Item #6, FairPoint telephone line, 1st paragraph, sentence reading: “Mr. Fehrs can decided...” – change “decided” to “decide”;

Page 4, top of page, 1st bullet, sentence reading: “The underground line is degrading...” – delete the word “which”.

VOTING: unanimous (4-0); motion carried.

3. Public Comment

None.

4. Board Applications/Appointments

The Selectboard interviewed John Patzer and John Hemmelgarn for a position on the Development Review Board and Keri Goldberg for a position on the Rec Committee. Terry Macaig noted the individual interviewed by the Selectboard at the last meeting for a position on the Rec Committee has withdrawn their application.

Development Review Board

John Patzer noted the following about himself:

- Four year resident of Williston
- Relocated with his family from Maryland
- Raised in Boston
- Employed by Green Mountain Coffee Roasters
- Has a financial background and vast experience working with publicly traded companies and building consensus
- Understands the function of the DRB and the need for recusal when necessary
- Interested in serving the town and feels financial background would be a benefit

John Hemmelgarn noted the following about himself:

- Ten year resident of Williston
- Relocated from Hinesburg
- Is architect partner at Black River Design Architects in Montpelier
- Has been before DRB for projects
- Has experience working with clients to come to consensus on projects
- Understands the function of the DRB and the need for recusal when necessary.
- Has time available now to serve the town

The Selectboard will allow Jeff Fehrs the opportunity to review/comment on the candidates before making an appointment.

Recreation Committee

Keri Goldberg noted the following about herself:

- Relocated to Williston as a 7th generation Vermont from South Burlington
- Prior experience coaching ski team, baseball and tennis
- Children are active in recreation programs
- Interested in volunteering and getting involved in the town

MOTION by Chris Roy, SECOND by Jay Michaud, to appoint Keri Goldberg to the Rec Committee for a term ending June 30, 2016. VOTING: unanimous (4-0); motion carried.

5. Affordable Housing Task Force Report

Ken Belliveau reported:

- The committee had staff support from the Town Manager, Town Planner and Maura Collins with VHFA.
- The task force includes members from the Selectboard, Planning Commission, DRB, and citizens at large.
- The charge of the task force was to assess how the town is doing relative to achieving affordable housing goals and draft recommendations for the Selectboard.
- Findings include:
 - Affordable housing for people earning less than the median income is a goal of the town.
 - A large portion of units in town considered affordable are reserved for the senior citizen population and is not workforce housing.
 - Most of the housing in Williston is single family homeowner housing stock which is expensive and out of reach of moderate income earners.
 - Affordable means 30% of household income.
 - Eight percent (8%) of renters are paying 50% of income for rent which is a steep burden.
 - Williston is taking a proactive role to encourage building affordable housing.
 - The table on Page 6 of the task force report shows the town's housing goals.

- The town decided on the number of dwelling units to permit on an annual basis and assuming there is sufficient sewer capacity, set a limit of 80 units per year or 800 units in 10 years. Of that number 500 are for households earning greater than 120% of median income (i.e. market rate housing), 100 units for 100%-120% of median income, 100 units for 80%-100% of median income, and 100 units for 80% of median income.
- The town can help build affordable housing by:
 - decreasing fees, such as impact fees for single and multi-family dwellings and water and sewer connection fees (in 2015 the school fee for Allen Brook School will discontinue which will reduce impact fees by \$6,000);
 - charge fees on a sliding scale (the lower the income the higher the reduction);
 - offer incentives for accessory dwellings and allow the property owner to reside in either the primary structure or the accessory structure;
 - offer density bonuses, such as 7.5 units per acre in the Taft Corners area, 15 units per acre with transfer of development rights, affordable housing on par with transfer of development rights;
 - offer height bonuses;
 - reserve a portion of growth management for affordable housing so of the 80 units per year some are only available for units made to be affordable;
 - establish a housing trust fund to receive funds from grants and public and private contributions that the town can use to subsidize new housing construction (contributions to the trust fund would be in lieu of doing something - one example: CVS drugstore likely would have contributed to the trust fund in lieu of having to build a two-story building);
 - establish a standing committee to monitor the efforts of the town in achieving goals of providing affordable housing and evaluate performance annually.
- The matrix on Page 11 of the report is an assessment of difficulty to implement the recommendations (includes cost to implement and impact to implement).

There was continued discussion of the report and affordable housing in Williston and the county:

- Terry Macaig mentioned the review by Regional Planning of housing in the county. Ken Belliveau said when the town plan was done in 2006 there was debate between Regional Planning and the town on housing targets some of which may have been overly optimistic versus what is actually being built.
- Chairman Macaig asked about fee reductions already in place by the town for affordable housing. Mr. Belliveau said there is a 50% reduction in the connection fee for water and sewer and a reduction in the transportation fee.
- Chris Roy thanked the committee for the work, and commented when it is easier to build a house because there is less regulation for responsible land use than

houses will be more affordable. The report gives the town a buffet of options, short, medium, and long term toward achieving the goal of mixed housing stock for people across the income spectrum.

- Jay Michaud said the report was enlightening and increases awareness of the situation. Affordable housing is a tough goal to achieve.
- Charlie Magill, member of the task force, said he has been involved in affordable housing for over 25 years. The task force is on target to be inclusive of people who cannot afford market rate homes. It is hoped the Selectboard can accept the report and the town can move forward.
- Debbie Ingram stated the situation is dire in the entire county. People making a decent living cannot afford housing in Williston and other places in Chittenden County. Williston can be a leader in the matter.
- Kenn Sassorossi, member of the task force, thanked staff for the support through the process. Direct any questions to the task force.
- Ken Belliveau noted at the next review of Attachment A (sewer allocation) the Selectboard should think about sewer capacity remaining after a 10 year period and growth management goals for the next 10 year period because most of the dwelling units in the growth management area are on municipal sewer which is relative to housing goals and sewer capacity goals in the future.
- Chris Roy asked if the Planning Commission will receive the report and take any action. Ken Belliveau suggested the Selectboard provide direction to the Planning Commission after reading the report.
- Jay Michaud asked if developers or landowners inquire about building affordable housing in Williston. Ken Belliveau said typically not, but developers understand the cap in the growth management system and want to know about available sewer allocation and how to get allocation. Discussions with developers have been held on the next iteration of growth management in the town and affordable housing has been part of the discussion. Developers will weigh all in their business decision and whether there is incentive or requirement developers will see opportunities.

The consensus of the Selectboard is to ask the Planning Commission to consider accessory dwelling units, parking requirements, and density and height bonuses relative to affordable housing.

6. Acceptance of Roads

Bruce Hoar, Public Works Director, reported the following sections of road can be accepted by the town:

- ❖ .28 mile of Coyote Lane and .36 mile of Raven Circle (both part of the Coyote Run project).
- ❖ .27 mile of Michael Lane.

All the documents are in order and have been received by the town. The road sections will be included in the highway mileage eligible for state highway funds.

MOTION by Chris Roy, SECOND by Debbie Ingram, to accept as public highway the following:

- .28 mile section of Coyote Lane
- .36 mile section of Raven Circle
- .27 mile section of Michael Lane

VOTING: unanimous (4-0); motion carried.

7. Certificate of Highway Mileage

MOTION by Chris Roy, SECOND by Debbie Ingram, that the mileage listed on the Certificate of Highway Mileage for the year ending February 10, 2014 is accurate as to the mileage in Williston for Class 2, Class 3, and Class 4 roads. VOTING: unanimous (4-0); motion carried.

The Selectboard signed the document(s).

8. Town Manager's Report

Rick McGuire reported the following:

- The Meadow Run easement agreement has been signed.
- The storm water agreement for the site of the new public works garage will be signed shortly.
- The town received a grant for \$203,000 to build a section of bike path on Harvest Lane by Goodwill.
- Communication was received 1/31/14 requesting an allotment of \$2,500 for the Williston Seniors group. The town has not contributed in recent years.

9. Other Business

Gallup Hill Sewer Improvements

The Selectboard signed the state revolving loan documents for \$14,800 for the design portion of the Gallup Hill sewer improvements.

Manager's Evaluation

Comments from the Selectboard are due to Terry Macaig by February 14, 2014.

Selectboard Meetings

Terry Macaig calculated of the nine weeks in December and January the Selectboard met seven of those weeks.

10. Adjournment

There was no further business before the Selectboard and the meeting was adjourned at 8:08 PM.

RScty: M.E.Riordan