

Town of Sullivan, NH
Housing Task Force
Meeting Minutes, September 18, 2023
Sullivan Town Hall/Planning Office (Lower Level)

Members present: Leslie Casey (chair), Wendy Pelletier, Gaynelle Pratt, Brad Smith

Absent: Paul Bolduc (Selectman)

Planning Consultant: Ivy Vann AICP, CNU-A

Public present: None

A. Call to Order: The meeting was called to order at 4:06 PM. A quorum was present.

B. Community Engagement:

- **Home Shares information session - debrief.** The planned information session on Home Shares took place on Thursday, September 14th at 6:30 PM at the Sullivan Church Friendship Hall. Ric Cengeri from HomeShare Vermont was the presenter. HomeShare Vermont has operated successfully in that state for 40 years. They help to match people who have rooms available with people looking for housing. The matching process typically takes a few months. Mr. Cengeri presented several potential benefits of sharing one's home, such as rental income, companionship, housekeeping or pet care. Before finalizing a match, interviews, site visits, background checks and reference checks are conducted. Detailed terms of agreement are developed with both parties, and there is a 2-week trial of the arrangement before finalizing the match. Services may be provided by the guest in lieu of some or all of the rent. A match can be dissolved by either party with 30 days' notice.

The event had approximately 30 people in attendance. I. Vann explained that information on the home share option for housing was being offered in part because the Housing Needs Assessment showed that Sullivan has a high percentage of people living alone, many of them elderly, and a home share arrangement can help an elderly homeowner with aging in place. There were several questions from attendees about the tax implications, liability exposure, ability to evict, and other aspects of home share arrangements. The HomeShares Vermont web site has a helpful do-it-yourself guide to home sharing; a link to it will be put up on the Master Plan Update page on the Town of Sullivan web site.

- **Villages information session - planning.** I. Vann will present information on villages on Thursday, October 12th at 6:30 PM at the Sullivan Church Friendship Hall. Sullivan historically had village centers. It was pointed out that dwelling units on small lots yield more property tax per acre than one on a large lot. Those taxes help fund services in the low-density parts of a town. Village designation could benefit a landowner, who would then be able to subdivide off one or more small lots and sell them if he or she wished.
- **Housing table session – planning.** A table session at which groups sit at tables with facilitators/note takers and answer housing-related questions will take place soon after the last of the 4 housing information sessions. It has been scheduled for Tuesday October 17th at 6:30 PM at the Sullivan Church Friendship Hall. I. Vann said she will model the event on

sessions she has done with other towns. Postcard announcements will be sent out in advance.

- **Ordinance Workshops.** The planning board will not be asked to hold public workshops on proposed housing-related ordinance amendments until Phase 3 Regulatory Development funds are awarded, or another source of funds for the planning consultant to help with regulatory development is identified.
- C. **HOP Grant:** L. Casey reported that the HOP grant committee had approved a revised Phase 1-2 budget, but declined to fund the Phase 3 (Regulatory Development) proposal. Funds in the Phase 1 budget are sufficient to cover consultant time for community engagement. Documented change in community attitudes toward housing is a deliverable for Phase 1 (Needs Assessment and Planning).

The Task Force agreed that it would be prudent for the planning board to propose a simple amendment to the ADU ordinance on the ballot at Town Election in March 2024 to give townspeople a tangible result from this year of discussion of housing issues. L. Casey said she would bring it up to the planning board.

- D. **Master Plan Update:** Updating housing-related chapters of the Master Plan will continue under the HOP grant. The outcome of the October 17th table session could impact the Vision Statement that is brought to the planning board. That will now be at the November meeting of the Board rather than October.
- E. **Other:** Minutes for the Housing Task Force are now up on the Master Plan Update page of the town website.
- F. **Approval of Minutes:** Draft minutes of the August 23rd meeting were distributed. G. Pratt moved to approve the minutes; W. Pelletier seconded. L. Casey recommended amending the minutes to say "an imaginary parcel" instead of "a parcel." The minutes as amended were approved unanimously.
- G. **Adjournment:** L. Casey adjourned the meeting at 5:16 PM.

Respectfully submitted,



Leslie Casey
Sullivan Housing Task Force, Chair