

**June 5th, 2023**  
**7:00 PM**  
**HOP Grant Steering Committee**  
**Temple Town Hall - Annex**

**Attendees:**

Ivy Vann, Carol Ogilvie, Sean Radcliffe, Clay Lennartz, Carter Sartell, Pam Kingston, Christine Robidoux, Alan Fox, Cathy Joly, Lilliane LeBel, Daniel Cournoyer

**Absent:**

Russ Huntley,

**I. Chair: Welcome and call to Order**

Pam called the meeting to order at 7:01.

**II. Approval of Draft Minutes**

Clay makes the motion to accept the minutes as written, Lilliane seconds, all in favor.

**III. Thoroughly review/discuss scope of work and purpose of Steering Committee for clarity**

Group discussion about the order of operation for the project, the consensus is that the project is flexible based on what the Consultants can complete on their own and when the steering committee will engage with the community.

Rural character - We have information from the survey about rural character and what residents feel is part of rural character. Ivy suggests that we look at more concrete aspects than rural character, the characteristics of land form, building forms, parking, roads, how the building meets the road, something tangible.

Goal of the project: Based on the application the goal is to encourage affordable housing development. Ivy and Carol are doing a code audit to break down the existing zoning regulations and will make recommendations related to housing.

## **Community engagement**

Other towns hold forums, potluck suppers, coffee hours, and piggyback on other events. The idea is to engage with the community through a visual representation of housing journeys and other interactive activities. It is not meant to be a presentation but an engagement with people. For these events we are asking people to come be part of the housing conversation.

After a series of events we can start to engage with smaller groups to conduct interviews. We can't engage with everyone, but we can give everyone the chance to be involved if they wish. Ideally we would conduct 4-5 events before September.

The goal of the community engagement is to see if there is interest in making changes to our housing related zoning or not.

Event ideas: Dan will ask the fire department and rec department if we can piggyback on the 4th of July event at the ballfield. Carter will talk to the library about the Flying High Dogs event on July 11th.

Advertising: The consultants will draft a flier to be handed out at the special town meeting and a postcard mailer to be sent to the town. Ivy will draft a flier and postcard by June 14th that can be handed out at the special town meeting and mailed. The steering committee will reply in 24 hours with input after Ivy sends the draft. Ivy will handle the bulk printing and Christine will send her the information about the town that needs to be on the postcard.

## Surveys

- We will do a housing specific survey in September if needed.
- We should use the 2020 survey information in addition to what was collected in spring 2023
- Ivy will send the raw data from the 2023 survey to the steering committee

## **IV. III. Review Site Plan Review Regulations Draft - drafted by Consultants**

No comments, changes are straight forward.

#### **V. IV. Review Subdivision Regulations Draft - drafted by Consultants**

Feedback from Christine - The planning board is looking for feedback from this group regarding how to make the procedure simple to understand for residents. For example Mason had a flow chart in this section so that a resident could easily understand the steps that are part of the procedure.

This group will also need to look at the application for subdivision.

Noted by Clay:

Page 5 SECTION 11B. Planning and Design should be re-written as:

No Construction will be allowed within the town limits by Owners or Contractors with previous **Contract Defaults or willful OSHA Violations**

This section is a subset of Large Scale Infrastructure (not general building) but should still be corrected.

#### **VI. VI. Review most recent town survey and compare to 2020 survey**

Will be done at a future time.

#### **VII. VII. Determine Next Steps**

Next Meeting - Carol will review the Economic development chapters with us. Our next meeting will be June 26th.

Clay makes the motion to adjourn at 8:34, Lilliane seconds, all in favor.

Minutes respectfully submitted by Carter Sartell

Attachments:

- Regulatory Audit Results
- Subdivision Audit
- Site Plan Audit