

I. Call to Order

Members Present: Shaun Gilpin, Chair, Jarron Khan, Dillon Hamil, Jacqueline Thomas, Nora Doherty

City Staff Present: Jazmine Hurley, Housing Initiative Director

City Council Present: Bryn Oakleaf, Deputy Mayor / City Council Liaison

Names of Guests: Michael Moser, UVM Center for Rural Studies

Call to Order by: Shaun Gilpin

The meeting was called to order at approximately 6:01 PM.

II. Public Comment

No public comment was received.

III. Changes to the Agenda

No changes to the agenda were proposed.

IV. Approve Previous Meeting Minutes

Meeting minutes were not approved due to a lack of quorum.

V. Discussion: Equitable Housing Needs Assessment

Michael Moser of the UVM Center for Rural Studies presented an update on the EHNA, building on the stakeholder interview presented to the Commission earlier this year.

- Reviewed regional housing affordability indicators, noting that Winooski and Burlington track closely with one another and have shown slight improvement against a flat statewide trend, though overall cost burden remains high.
- Presented median home sale price trends for Winooski, Burlington, and the State of Vermont, all trending upward, with Burlington seeing the sharpest increase. Deputy Mayor Oakleaf mentioned wondering how reappraisals impact this.
- Summarized stakeholder engagement findings from project advisory committee members and seven population groups, including youth, seniors, and five linguistic groups of New American residents. Common challenges cited included financial strain, housing size mismatches, safety, and communication or language barriers; common strengths cited included walkability, community connectedness, the school's role as an informal resource hub, and an overall sense of safety.
- Outlined draft recommendation categories related to housing accessibility and affordability (down payment assistance, trust funds, energy efficiency partnerships) and to housing

processes (multilingual liaisons, simplified communications, coordination with the Winooski Housing Authority).

- Noted that the final EHNA report is due by the end of November, with a draft expected by the end of this week, and invited the Commission to offer a recommendation or focus area to help shape it.
- Michael Moser will return in November to discuss policy options in more depth.

Commissioners discussed related topics including the shortage of larger family-sized housing units, downsizing or “house swap” concepts, accessory dwelling unit (ADU) opportunities, and the ongoing strain on case management resources for new American and at-risk residents. No formal action was taken.

VI. Discussion/Approval: Election of Officers

Shaun Gilpin, Chair, led the annual election of officers.

Motion to reappoint Shaun Gilpin as Chair: motion by Jarron Khan, seconded by Nora Doherty. Motion passed 5-0.

Motion to reappoint Jack Commo (not in attendance) as Vice Chair: motion by Nora Doherty, seconded by Dillon Hamil. Motion passed 5-0.

VII. Discussion/Approval: Housing Commission Workplan FY27

Jazmine Hurley led a review of the Commission's draft FY27 work plan, cross-referenced against the City's Master Plan and City Council's policy priorities.

- Item 1 (Housing Trust Fund program changes) was retained as an ongoing priority.
- Item 2 (comprehensive marketing of Housing Trust Fund programs) was retained, with staff noting that marketing may be more effective once the Housing Trust Fund's core program is further refined.
- Items 3 and 5 (inclusionary zoning/replacement regulations and ULUDR updates) were combined into a single, more targeted item on continuing to assist the Planning Commission with ULUDR updates.
- Item 4 (priority housing incentives) was retained as written.
- Item 6 (short-term rental cap) was retained, with updated language reflecting that the Commission will continue making an annual recommendation on the existing cap rather than setting a new one.
- Staff recommended adding a new item on the Equitable Housing Needs Assessment: reviewing its findings and recommendations and using them to inform future Commission priorities.
- Commissioners were asked to identify an individual area of focus for the coming months; Dillon Hamil expressed particular interest in Housing Trust Fund work as did Shaun. Jarron mentioned an interest in the Short-Term Rental cap. Shaun will follow up individually with commissioners for additional input.

The revised work plan will be brought back for formal approval at the next meeting.

VIII. City, Council, and Inclusion & Belonging Commission Updates

- Several short-term rental hosts (7–8) transitioned back to long-term rentals this year; the City has not reached its licensing cap.
- A new hotel is set to open in Winooski on November 5th.
- Two Housing Trust Fund down payment assistance / interest rate buy-down closings have been completed through the City's new partnership with EastRise Credit Union, with a third in progress; staff will continue monitoring before pursuing additional banking partnerships.
- The Winooski Housing Authority is accepting applications for a new Executive Director; approximately 25 applicants have been received to date.
- The Commission has an open alternate seat; interested residents were encouraged to apply.
- Deputy Mayor Bryn Oakleaf shared updates on downtown Halloween and pumpkin-carving events, the upcoming City Council meeting, the FY28 budget process (to go to voters in March), and the November 3rd general election, including ballot drop-off hours at the Senior Center (7:00 AM–7:00 PM).
- No Inclusion and Belonging Commission update was available; their last meeting was canceled due to lack of quorum.
- The December meeting was moved up to December 15th, pending any conflicts or unforeseen holidays, to avoid holiday conflicts.

IX. Other Business

No other business was raised.

X. Adjourn

Motion to adjourn: motion made, seconded by Nora Doherty. Motion passed unanimously.

The meeting adjourned at approximately 8:02 PM.