

**Hartford Committee on Housing and Homelessness**  
**Thursday, August 15, 2024 Meeting Minutes DRAFT**

Members present: John Haffner (Chair), Jennifer Kravitz (Vice-Chair), Nancy Trottier, Brandon Smith (member and Selectboard Liaison), Lori Hirshfield (staff).

**1. Call Meeting to Order**

John Haffner called the meeting to order at 6:05 PM and read the script regarding the meeting being hybrid with in-person and remote access.

**2. Review Order of Agenda**

No changes were made to the meeting agenda.

**3. Approval of July 18, 2024 Committee Meeting Minutes**

Jen Kravitz made a motion to approve the Minutes, which was seconded by Nancy Trottier. The motion was approved unanimously.

**4. Public Comment**

There was no public comment.

**5. Review Progress from the Rental Inventory WorkGroup**

Jennifer Kravits and Lori Hirshfield spoke about the workgroup's effort to consolidate the information discussed at the last meeting into a draft summary of the overall intent of the inventory, objectives and possible structure. Discussion focused on the need for more information about Hartford's current rental housing stock, as a first step in understanding availability.

There was discussion and concurrence to start with data that can be extracted from current town records, such as the assessor cards, and other sources such as Vital Communities periodic Upper Valley housing inventory by towns. There also was general agreement that once this information is collected the Committee then would look at what supplemental info is needed and possibly doing a simple annual survey of property owners. The Committee talked about some types of additional information to possibly collect but wanted to hold off on making any determinations until reviewing information already available.

It was agreed that at the September meeting the Committee would focus on an action plan and timeline to initiate a rental inventory.

The above discussion also overlapped with what the Committee could present on this topic at the Committee's update with the Selectboard on September 3<sup>rd</sup>.

**6. Committee Update Meeting with the Selectboard**

John Haffner noted that he was planning on being at the meeting to give a verbal update to include the Housing Inventory. Other topics identified previously suggested included:

- Housing website outline
- HomeShare VT program

- 2024 Housing Expo
- Work on updating the Economic Development and Housing chapters of the Town Plan

## **7. Continue to Discuss Solutions for the Unhoused Community**

This topic was touched on briefly during the Rental Inventory discussion.

## **8. Update on Town Website Page on Housing**

There was no new information.

## **9. News from Committee Members**

Brandon Smith asked about his request last month to move the monthly meeting to another date due to an ongoing conflict. Lori Hirshfield reported that the 2<sup>nd</sup> Thursday of the month Town Hall meeting room 312 is available through the end of the year, and room 2 is available on the 4<sup>th</sup> Thursday of the month. The Committee agreed to change the meeting time to the 2<sup>nd</sup> Thursday of the month starting at 6:00 PM. Lori will make the room arrangements.

## **10. Adjourn Meeting**

Jen made a motion to adjourn the meeting and Nancy seconded it. The motion was approved unanimously and the meeting ended at 7:35p.m.

### **Committee Members**

John Haffner, Chair (through 12/12/2024)  
Jennifer Kravitz, Vice Chair (through 4/03/2025)  
Dan Nott (through 11/28/2024)  
Brandon Smith, Selectboard Liaison  
Lori Hirshfield, Staff Liaison

Maggie Burnett (through 12/11/25)  
Nancy Trottier (through 9/18/2025)  
Vacant Position