

**Town of Fairfield
Affordable Housing Commission
Minutes of September 25, 2013**

The Affordable Housing Commission of the Town of Fairfield held a meeting on September 25, 2013 at 7:00 p.m. in the Old Town Hall Conference Room.

PRESENT: Steve Grathwohl, Chair; Deb Owens; Jill Hroziencik

Also Present: Mark Barnhart, Director of Community and Economic Development; Sally Parker; Michael Greene

Mr. Grathwohl called the meeting to order at 7:07 p.m.

Minutes

Approval of the minutes of August 21, 2013 was postponed due to lack of a quorum.

Update of Affordable Housing Plan

Mr. Barnhart said there were two responses to the RFQ distributed by his department. In consultation with Mr. Grathwohl of the AHC and the Purchasing Department of the Town, Planimetrics was selected as the consultant to aid the AHC in developing the new Affordable Housing Plan for Fairfield. Mr. Grathwohl and Mr. Barnhart will begin meetings with the firm soon. A representative of Planimetrics will meet with the Committee on October 16, 2013.

The approval of the \$20,000 funding from the state is expected to be considered at the state bonding commission meeting on Friday, September 27, 2013.

Mr. Grathwohl said there might need to be some revisions to the contract regarding the scope of the work and the timetable. The information required to fulfill some of the Scope of Services already exists within town records.

Mr. Barnhart said he would e-mail the contract to Committee members and ask for their comments and suggestions.

With regard to accessory apartments as part of the solution to providing affordable housing, Mr. Barnhart said Fairfield has no existing deed-restricted units. Trumbull does have regulations and incentives that encourage such apartments. Mr. Barnhart said that he would investigate how this is accomplished.

The presentation to the public of the existence of an Affordable Housing Plan was discussed. There was agreement that there should be a short script that would be used by anyone making such a presentation.

Power Point Presentation

Mr. Barnhart said he is working on finalizing this presentation and will send it out to members of the committee.

Calendar for October – January

Mr. Grathwohl said the progress of the planning and presentation would depend on the work of the consultants in collaboration with Mr. Barnhart and the AHC.

Connecticut Housing Academy

Mr. Barnhart referred to a press release announcing the acceptance of applications for the first round of the Connecticut Affordable Housing Academy. Applications are due by September 30, 2013.

Other Business

Mr. Barnhart said an application for apartments has been filed for property near the Garden Homes Development. Access to proper sewers may be an obstacle.

The Fairfield Housing Authority is proceeding with the goal of adding to the number of units at Pine tree and upgrading both Pine Tree and Trefoil Court.

Turner Army Reserve property is not available for affordable housing under current plans.

The meeting adjourned at 8:47 p.m.

The next regularly scheduled meeting will be Wednesday, October 16, 2013 at 7:00 p.m.

Respectfully submitted,

Gretchen Goethner