

Principal  
ORLEANS TOWN CLERK  
Jennifer Higgins  
22 MAY 17 8:11AM

**Affordable Housing Committee Meeting Minutes  
Town of Orleans  
Tuesday, April 5, 2022 4:30 p.m.  
In Person in the Nauset Room**

**Attending:** Fran McClennen, Nancy James, Bill Stoeckert, Nancy Renn, Susan Carlson, Marsha Allgeier as AH coordinator, Andrea Reed as Select Board liaison

Nancy Renn, Chair, called the meeting to order at 4:30 p.m

**Review and discuss scope of work for Housing Needs Update**

Nancy Renn introduced this portion of the meeting by reading for the record the Background and Purpose statement in the Housing Needs Assessment Scope of Work document that Marsha Allgeier has prepared for potential vendors. Marsha walked the committee through the seven tasks consultants are being asked to complete to deliver a data collection plan, data analysis, housing stock goals, housing producing goals and a plan for updates and reports. The seven tasks include a focus on expanding key indicators beyond the 2017 plan (for example, households with incomes above area median income; people not in Orleans who wish to but cannot afford to live here; labor force needs and others). It is hoped that the plan may point to needs outside the scope of the AHC that the town can consider.

Members commented that the plan is comprehensive and detailed and contains the specificity needed to plan appropriately.

It was moved and approved by a vote of 5-0-0 that:

The Housing Needs Assessment Scope of Work be presented to the Affordable Housing Trust Board with a request that the trust support this work financially.

**Suggestions for updating AHC page on Town Website**

Nancy Renn proposed an initial re-ordering of content on the new page, along with highlighting the Housing 101 Seminar that is an effective introduction to housing needs in Orleans. Discussion focused on the further possibilities for additional content and for effective graphic design and site mapping available from the Town's web master.

Action: Nancy Renn and Fran McClennen will form a team to redesign the AHC page with assistance from the Town's web master.

**Ideas for using the CPC education and outreach funds**

It was proposed and supported that these funds be considered for use in enhancing the AHC web page on the Town website.

#### **Update from Affordable Housing Trust Board**

Katie Wibbey has resigned from the Affordable Housing Committee and was not present to provide an update. Nancy Renn reported that there will be a joint meeting of the Committee and the Board in the June/July timeframe. She also reported that Cape Cod Village is at 50% capacity due to staffing issues related to inability to find housing.

#### **Update from the Governor Prence Planning Committee**

Fran reported that the Planning Committee is meeting two times per month. The Committee's second March meeting focused on priorities and working with the site plan and the topography challenges and opportunities. Fran also reported that the March 14 outreach meeting attracted 60-70 logins on Zoom plus Channel 18 attendees, and that 400 - 500 people responded to the survey. Strong outreach and an extension to April 1 supported strong participation.

Fran will be looking to the AHC for more input as planning progresses.

#### **Approval of Minutes**

It was moved and approved by a vote of 5-0-0 to approve minutes of the March 1, 2022 meeting, with a correction to the date of the Governor Prence outreach program.

#### **Next Meeting**

The next meeting is scheduled for Tuesday, May 3, 2022 at 4:30 in the Nauset Room.

The meeting adjourned on a 5-0-0 vote at 5:40pm.

Respectfully submitted  
Nancy James, Clerk