

**City of Torrington**  
**Housing Plan Steering Committee**

**Meeting Minutes**  
**September 28, 2021**

Present: Jocelyn Ayer, Community and Economic Development Director  
Northwest Connecticut Council of Governments (NWCOCG)  
Martin Connor, Torrington City Planner  
Jeremy Leifert, Torrington Asst. City Planner  
Starley Arias, Torrington Planning and Zoning Commissioner  
Claudia Sweeney, Director, Torrington Housing Authority  
Rista Malanca, Torrington Economic Development Director  
Sharon Waagner, Torrington City Councilor

Jocelyn Ayer called the meeting to order at 4:00 p.m. via Zoom on line. Committee members introduced themselves. Ms. Ayer will send her slide presentation via email to all Committee members.

Ms. Ayer referred to the slide presentation as she reviewed the goals of the Housing Plan for the City of Torrington. In 2017, new legislation SS 8-30 passed, and plans are needed by June, 2022. There is funding that will be provided by the State of Connecticut, thus necessitating the need for a Housing Plan.

Mr. Connor stated he wants the final plan endorsed by the City Council and Torrington Planning and Zoning Commission, and then made a part of the Plan of Conservation and Development (POCD) for the City of Torrington. Mr. Connor noted Claudia Sweeney is a very important part of this planning process for affordable housing, with her work for the senior community of Torrington.

Ms. Ayer referenced the portion of the POCD that relates to the Housing Plan for Torrington, and this eventual plan will become part of that Section of the POCD. Ms. Ayer reviewed what information will be needed, and mapping can be used if necessary. Public input sessions would be held, then endorsement and adoption by the Planning and Zoning Commission and City Council. There are many resources available on their NWCOCG website.

Ms. Ayer defined Affordable Housing, referring to the slide presentation and household incomes. Torrington has almost 1,800 units of affordable housing, which is just over 10 percent of the housing stock. Slide presentation were reviewed and the statistics discussed by Committee Members.

Ms. Ayer reviewed the steps she will take to prepare for the next meeting. She noted they have had very good results with survey monkey, which they have a subscription to. She will come up with a sampling of questions that will be appropriate for Torrington.

Mr. Connor noted the recent meeting held with Ms. Ayer, NWCOCG, and the Town of Goshen and the excellent work Ms. Ayer had done with that particular town's project.

It was the consensus of the Committee that survey questions should be posed to both residents of Torrington, and people who work in Torrington but live elsewhere. Ms. Malanca agreed to help with contacts to larger employers in the City.

Mr. Leifert requested that there be paper questionnaires available to people as well. Ms. Ayer noted in other towns paper questionnaires were left at the library and senior centers, and the response rate was low, and the information would need to be input into the computer from those paper surveys. Ms. Waagner noted the paper surveys will make the general public feel confident that all voices can be heard, whether or not they have access to internet and computer.

Ms. Ayer stated she will provide a sampling of questions for each of the surveys, one being the survey for residents, and the other a survey for employees in the City of Torrington who are non-residents.

Mr. Arias stated a good contact would be Maria Gonzalez of New Opportunities, and this survey should be considered also being provided in Spanish. Committee members agreed this was an excellent point.

Committee members stated they are off to a good start. Mr. Leifert noted the next meeting will be at 4:00 p.m. on October 26, 2021 via zoom.

Adjournment at 4:40 p.m.