

**City of Torrington
Housing Plan Steering Committee**

**Meeting Minutes
November 15, 2021**

Present: Jocelyn Ayer, Community and Economic Development Director
Northwest Connecticut Council of Governments (NWCOCG)
Martin Connor, Torrington City Planner
Claudia Sweeney, Director, Torrington Housing Authority
Sharon Waagner, Torrington City Councilor
Bruno, Republican American

Not Present: Jeremy Leifert, Torrington Asst. City Planner
Starley Arias, Torrington Planning and Zoning Commissioner
Rista Malanca, Torrington Economic Development Director

Jocelyn Ayer called the meeting to order at 4:00 p.m. via Zoom on line

1. Review Dept. of Housing's list of existing affordable housing:
Units at risk of loss in next five years?

J. Ayer stated the main focus of tonight's meeting is to finalize the housing survey, and discuss the questionnaire for residents, and the questionnaire for people who work in Torrington as well as employers.

J. Ayer screen shared a list of affordable housing units as provided by the Department of Housing. C. Sweeney verified the list of Housing Dept units as well as non-profits are on the list.

J. Ayer screen shared an excel spread sheet of statistics, and stated there are 17 deed restricted units, which are all handled by C. Sweeney. C. Sweeney provided details on these units and made corrections to the list. Some of these properties have been federalized according to C. Sweeney, and J. Ayer noted this is the recent list provided by the Department of Housing.

M. Connor provided some details about the units behind BJs, and C. Sweeney was able to get vouchers for some of the residents who lived there.

2. Discuss and finalize resident housing needs survey questions:
Discuss best ways to get as many residents to take the survey as possible.

J. Ayer reviewed several comments on the survey, as provided by R. Malanca. Modifications to the survey were suggested by C. Sweeney and J. Ayer.

The Committee discussed best ways to get survey out to the public for response. J. Ayer stated most towns have the survey available on line, but we need to talk about where else the survey needs to be. S. Waagner suggested a press release.

J. Ayer discussed possible survey for employers, and people who work in the City and live elsewhere. She will work with R. Malanca to come up with a distribution solution.

M. Connor suggested the Chamber of Commerce, S. Waagner agreed. C. Sweeney noted the newsletter that the Chamber regularly sends out.

J. Ayer inquired about the extension letter, and M. Connor will follow up with Mayor Carbone.

Adjournment at 4:35 p.m.