

**TOWN OF SPRINGFIELD  
SPRINGFIELD INCLUSION COMMITTEE**

Springfield Town Library, 2nd Floor  
43 Main Street, Springfield, VT 05156  
Wednesday, October 5, 2022, 5:30 p.m.

1. **Call to Order:** the meeting was called to order at 5:32 p.m.  
Present in person: Char Osterlund, Susan Dowdell, pattrice jones, Walter Martone, Brandon Gulnick  
Present via zoom: Jules O'Guin  
Not present: Charis Boke
2. **Additions/Subtractions to the Agenda:** pattrice requested that the Draft Report for Town Annual Report for Fiscal 2022 be added as Item # 9. There were no objections.
3. **Public Comment:** no public present
4. **Approval of Minutes:**
  - a. July 20 meeting: WM moved/ CO seconded a motion to accept the minutes as presented. Unanimous.
  - b. August 4 meeting: SD moved/BG seconded a motion to accept the minutes as presented. Unanimous.
  - c. August 17 meeting: CO moved/pj seconded a motion to accept the minutes as presented. Unanimous.
5. **Old Business:** It was decided that because this meeting must be concluded by 6:25 p.m. so that some members can attend the Planning Commission or FOSTL, this meeting would focus on Housing and the potential even being planned. Therefore, several the items on the agenda would be postponed to the next regular meeting.
  - a. Vocabulary: Postponed to the next regular meeting.
  - b. Informed Consent: Postponed to the next regular meeting.
  - c. Informational meeting on housing: The Committee discussed the draft proposal from Charis on how to proceed with the planning for this event. Only the items discussed are mentioned in these minutes.
    - i. Where: It was estimated that approximately 30 people would attend in person. The Riverside Middlefield School Gym or other large venues would be too big. Also, it would be difficult to manage a zoom link at these large facilities. Walter was asked to check on the availability of the Selectboard Hall and the Town's Zoom account for the following selected dates.
      1. Wednesday, November 16, 6 p.m.
      2. Thursday, November 17, 6 p.m.
      3. Wednesday, November 30, 6 p.m.
    - ii. How: Anticipated that the event will last 1.5 hours. It is expected that speakers will have 10 minutes followed by 30-minute discussion to include the audience.
    - iii. Proposed invitees: It was generally agreed that this workshop will not be a place to share stories. It is intended to provide information about resources. To meet the timeframe identified in ii., the following individuals would be invited to speak.
      1. Ms. Maura Collins, of the Vermont Housing Finance Agency.
      2. Jason Rasmussen, Executive Director of the Mount Ascutney Regional Commission (also part of the Keys to the Valley project).
      3. Representatives from Springfield Supportive Housing and the Springfield Housing Authority for a joint presentation.
      4. Director of Champlain Valley Office of Equal Opportunity (pattrice will follow up).
      5. Representative from the Windom/Windsor Housing Trust (Housing Improvement Program for landlords).
    - iv. Promotion: In addition to the items listed in the draft proposal, we need to do specific outreach to landlords and others through –
      1. Chamber

2. State list of rental units and landlords
  3. Town list of rental units and landlords
  4. Town group of landlords that meet occasionally
  5. Press releases to papers
  6. SAPA TV (possible taping and broadcast of the event)
- v. Next steps:
1. Issue invitations to panelists - patrice, as Chair of the Committee, was empowered to work on and issue the invitations to the panelists.
  2. Create fliers/publicity materials – we will discuss at next meeting.
  3. Do we want a one-page informational page with contact information to distribute, or should we ask the speakers to bring their own handouts?
  4. Promotion (and who does what?) – Discuss at next meeting and possibly create a subcommittee.

**6. New Business:**

- a. Fair Housing Materials: patrice has provided information that the Committee can discuss at a future meeting.

**7. Reports and Discussion of Information Gathered:**

- a. Potential recommendations concerning housing. Sue provided a draft of actionable steps that the Committee may recommend to the Selectboard to implement and support inclusive housing in town. This item will be discussed in more detail at the next meeting. It was noted that we may want to provide one or two recommendations at a time to get maximum effect and not create a comprehensive list to be presented all at the same time.
  - i. Recommend now: pj moved and JO seconded to request that the Town access the state’s rental registry to compile a complete document identifying landlords in Springfield and the addresses of all rental units. Walter will draft a memo from the Committee requesting that the Town create this list. Unanimous.
  - ii. Currently in process: Host an educational program for both renters and landlords. Discussion about making this event an annual thing assuming that the first one is successful.
  - iii. All other items listed: Postponed to the next regular meeting.
- b. Education accessibility in Springfield. Postponed to the next regular meeting.
- c. Other. Postponed to the next regular meeting.

**8. Recommendations to Select Board:**

- a. Accessibility of Town website documents. Postponed to the next regular meeting.
- b. Other recommendations arising from discussions. Postponed to the next regular meeting.

- 9. Draft Report for Town Annual Report for Fiscal 2022:** Sue presented a draft of the report for the DOI Committee that must be included in the Town Meeting Annual Report. SD moved and CO seconded that the report be approved as presented. Unanimous.

- 10. Set date of next meeting:** The currently scheduled next meeting on October 19, 2022 at 5:30 p.m. is the same night that the Chamber is sponsoring the Candidates’ Debates. patrice will canvass the members to see if an alternate date would be acceptable.

- 11. Adjournment:** WM moved and SD seconded that we adjourn. Unanimous. Meeting adjourned at 6:27 p.m.

Respectfully submitted, Walter Martone