

## **St. Johnsbury Rental Housing Improvement Grant Program Advisory Meeting**

**March 11th, 2022, Draft**

**Present, Members:** Patricia Janssen, Patrick Shattuck, Irene Nagle, Alice Kitchel **Advisor:** Joe Kasprzak, Assistant Town Manager

The minutes from the previous meeting, February 11, 2022, were accepted as written.

**Committee Organization** The make-up of the committee going forward if approved by the select board will be:

- One-year terms, Patricia Janssen, Irene Nagle, Alice Kitchel
- Two-year terms, Patrick Shattuck, Fred DeMarzo

Ron Steen will step down, many thanks for your service, Ron.

The officers for the next year will be decided at the April 8<sup>th</sup> meeting.

**Application Form Update** Joe Kasprzak presented the updated application form.

- The form expanded to include grants for energy efficiency improvements identified in an energy audit performed by a qualified contractor
- All capital improvements to rental housing will be eligible for a grant consideration
- Scoring remained the same except discretionary points can now be awarded for projects based on Universal Design and projects improving energy efficiency
- Going forward common places in apartment buildings will be evaluated as units when scored
- Contact information of energy efficiency organizations is added to the application form

Joe also noted the dates of the application and grant award process going forward.

### **Select Board Meeting Presentation**

At the next select board meeting, March 14<sup>th</sup>, 6 pm, Joe Kasprzak and Patricia Janssen will go over the RHIGP features, requirements and scoring, the program timeline going forward, and introduce proposed members of the committee. The program will have around \$35,000.00 to award over the next year, depending on the number of awards still to go out this year.

Joe noted that to date, \$35,000.00 has been invested through the program supporting over \$100,00.00 of overall investment. Also, this is a reimbursement program, no funds are awarded until an inspection and review are completed.

The program welcomes other sources of funding and funding partners, including AARPA funds, to grow the program.

Adjourned at 12:59 pm. Respectfully submitted, Alice S. Kitchel