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MEMORANDUM

Date: September 30, 2009  
To: SWRPA Housing Committee  
From: Benjamin Henson  
Re: Housing Committee Meeting Summary – Wednesday, September 9, 2009

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This is a summary of the September 9, 2009 Housing Committee meeting. Mr. Benjamin Henson called the meeting to order at 3:30 PM. Present were: co-Chairs Ms. Anna Duleep and Paul Settlemeyer, Mr. Bud Boucher, Mr. Nathan Snyder, Mr. Dudley Williams and Dr. Margaret Wirtenberg. Floyd Lapp and Benjamin Henson of SWRPA were also present.

Mr. Henson circulated copies of the preliminary draft of the *South Western Region Housing Report* and asked for comments, suggestions and corrections from the Committee. The Committee reviewed the Report and provided the following feedback:

Mr. Snyder commented that the introduction should state the intention of the Report and asked who the intended audience is. Mr. Henson responded that the Report is being issued as an educational publication and is intended for the general population in the south west region. There is no explicit intent other than to inform. Dr. Lapp said that the report would be advertised via a press release and that it should generate media attention and added that the Committee should consider organizing a gathering of interested parties to comment and respond to the Report. Mr. Snyder asked if anyone thought a local media outlet would consider including the Report as a supplement. Dr. Lapp said that typically, newspapers do this at a cost and SWRPA is not prepared to incur extra costs to do so.

Dr. Wirtenberg noticed that the Report didn't tally the number of rental units and mentioned that she would look into getting the figures for Weston.

The Committee discussed the regularity of updating the Report and decided that updates should be prepared each year in October and April. Mr. Settlemeyer added that it would be a good idea to distribute copies of the draft Report at the upcoming September 17 Quarterly Planners' Meeting. Dr. Lapp asked the Committee to submit its edits to Mr. Henson no later than Tuesday, September 16. Mr. Henson will then prepare the Executive Summary and Findings sections of the Report.

Mr. Snyder asked whether the press release/conference could replace the annual housing summit event. Dr. Lapp responded that the release would not replace the summit as it would most likely be a one- to two-hour round-table discussion. Dr. Lapp said that we should try to issue the press release no later than October 1.

Mr. Boucher suggested either: 1) adding grand list figures to augment the mill rate information included in the Report; or 2) taking out the mill rate information because the mill rates apply to all property, including commercial. Mr. Snyder disagreed with the second option of taking out the mill rate information. Ms. Duleep recommended adding language to better explain how mill rates affect cost of living.

Mr. Settlemyer said that he is looking to remove himself as co-chair of various SWRPA Committees, including the Housing Committee. He asked for nominations to replace him as co-chair.

Mr. Snyder asked Mr. Henson to prepare a timeline for the completion and release of the Housing Report to help determine if the Committee should meet again prior to its release.

The date and time of the next committee meeting was discussed. Tuesday, September 29 at 3:00PM was discussed as a likely possibility. Mr. Henson pointed out that he may need additional time to prepare the final draft. He will communicate with the Committee and notify it once the date is finalized.

Ms. Duleep adjourned the meeting at 4:35 PM.