

***APPROVED***  
**MINUTES**  
**Durham Housing Task Force**  
**June 12, 2023**  
**10:00 am – Council Chambers**

**Housing Task Force**

Paul Rasmussen, Planning Board representative  
Charlotte Hitchcock  
Chuck Hotchkiss, Town Council representative  
Al Howland  
Michael Saputo (“Michael S”)  
Judith Spang  
Sally Tobias

**Others Present**

Michael Behrendt, Town Planner (“Michael B”)

-----  
**Call to Order**

The meeting was called to order at 10:05 am.

**Selection of a Chair**

The task force voted unanimously to select Sally Tobias as the chair.

**Public Comment**

There were no comments.

**Approval of minutes:** April 10, 2023 minutes

This is continued to the July meeting.

**Reports from Committee Members and Advisors**

A few updates were provided. Michael B mentioned a few court cases. Al discussed the housing academy and activity in Concord. There is money proposed for the homeless situation and supporting Housing Champions.

**Discussion of Housing Survey**

Paul questioned using a survey. There was discussion about this. It was noted the value of getting the perspective of those who cannot afford to live in Durham. Holding focus groups was discussed. Paul said there is a webinar on Thursday about the Transfer of Development Rights. The Workforce Housing Coalition is holding a seminar on developing where there is no public water and sewer this Thursday.

Michael B gave a background about the Survey Committee's putting together a draft survey and how the plan now is to engage the UNH Survey Center. Sally said it would be helpful to collect stories of people's experience with housing. Michael S suggested talking with people who work in Durham but do not live in Durham.

Paul and Judith noted there is a new paradigm. Durham has been composed of single family houses, seniors, and student housing. There is a desire to expand the range of people living here and the housing types.

There was a consensus of the task force to change the plans for the housing survey and forum as follows:

- 1) RKG Associates will continue to work on the Housing Needs Assessment. Their report should be ready around October 2023.
- 2) The task force will reach out now to people who work in Durham but do not live here. A short, one-page survey will be developed to interview these people. We should ask the UNH Survey Center to assist in refining this survey.
- 3) The Survey Committee is now called the Community Outreach Committee.
- 4) The Community Outreach Committee and the Housing Task Force will work on reaching out to the community now informally through focus groups and other approaches. (Judith said she could meet with Rotary, for example.)
- 5) After the Housing Needs Assessment is completed a more detailed Housing Survey will be prepared and distributed.
- 6) The Community Housing Forum will be held in the Spring of 2024. This will give time to receive the Housing Needs Assessment, complete interviews of people who do not live in Durham, obtain feedback from informal outreach, synthesize this information, and better prepare for the forum.

There was discussion about whether the task force should try to educate the public about various housing issues now through Friday Updates – conservation subdivisions, accessory dwelling units, etc. – but there was a difference of opinion whether and how to do this.

Several people cannot make the July 10 meeting so Michael B will find another time that works.

### **Adjournment**

The meeting adjourned at 12:10 pm.

Respectfully submitted,  
Michael Behrendt