

Waterbury Housing Task Force Meeting  
Thursday, August 20, 2026 | 6:00-8:00 pm  
Steele Room, 28 North Main St

PRESENT: Joe Camaratta, Chris Balzano, Skip Flanders, Eliza Novick-Smith, Evan Hoffman, Jess Neubelt, Gretchen Schissel, Cheryl Casey

EXCUSED: Billy Vigdor

**6:00 COMMENCE - Review agenda and approval of April minutes**

S. Flanders MOVES to approve, C. Balzano SECOND. Approved unanimously.

**6:05 HomeShare Presentation - Ric Cengeri, HomeShare Vermont**

Presentation on how HomeShare VT works--R. Cengeri walks through application and matching process, case management, agreement terms.

WHTF asks clarifying questions about distribution across VT and Washington Co. of guests and hosts.

G. Schissel to connect HomeShare with local employers.

**6:45 Review of Responses: Housing Growth Area Infrastructure and Zoning Readiness Study**

Assess responses to RFI submitted by SE Group and Utile.

J. Camaratta flags that given the work of the Planning Commission on updating the zoning bylaws, some elements of the work may not be necessary.

WHTF reviews UVM internship proposal to start some of the work described in the RFI preliminarily.

J. Camaratta proposes that the town may want an oversight committee to help guide internship if that is the route to go.

J. Camaratta discusses possibilities of applying for grants to fund this work. D. Allen advises that matching funds from the town might be beneficial.

WHTF discusses whether or not to move forward with the UVM intern project. Consensus

G. Schissel explains the structure, will be coordinated by UVM Internship Coordinator and overseen by town staff.

- Discuss oversight: N. Leitner and D. Allen have backgrounds that would make them ideal candidates to supervise project.

- Discuss making sure the supervisory committee has capacity to meaningfully supervise, both to make sure that the final product is of high quality, and to make sure town is a good learning partner of UVM and to intern.

**MOTION to approve UVM internship proposal by C. Balzano. E. Hoffman, second. APPROVED unanimously.**

C. Balzano and G. Schissel to represent WHTF on supervisory committee. D. Allen and N. Leitner to be included.

*WHTF to revisit the project scope, and whether or not to request any money from the town for upcoming budget cycle--requests would need to be ready by October--at next meeting.*

#### **7:25 Brief update on Employer Survey.**

Agenda running behind, will revisit at next meeting. Headline is responses to survey have dropped off.

#### **7:30 Programs for Housing Trust Fund / 2027 Budget / Recruitment**

J. Camaratta reports on conversation with Down Street which did not resolve the allowable uses quandary with their increased admin rates.

G. Schissell reports on conversations with town staff in Woodstock and WRJ. Administrative costs are high in both towns. Each town allocates different amounts per grant.

J. Camaratta reports on conversations with Barre and Montpelier, their programs are undersubscribed.

J. Camaratta spoke with B. Shepeluk, town does not have the capacity to administer the program on its own. Spoke with Habitat for Humanity, who flag that the amount of money available is not really sufficient to meaningfully advance a project of their scope.

G. Schissel to engage local developers to explore their ideas.

Consensus that WHTF will not recommend additional fund to the Housing Trust Funds until/unless the admin cost changes.

#### **7:40 Short Term Rental Registry**

J. Camaratta reviews STR ordinances across the state. High level assessment is many towns are making distinctions between non-resident investors and residents. Identifies that Waterbury may want to avoid being a location where investors in Stowe etc. look who are no longer permitted to own STRs there.

C. Casey reports on the missing functionality of town's current STR registration software. Poses questions about how issues should be resolved.

- License versus registration?
- Requiring renewal, or updating?

Discussion of whether registration fees might be useful to ensure software works better and town can get good data on STRs.

**8:00--CVRPC and Waterbury PC Feedback and next meeting**

D. Allen has requested WHTF review and provide feedback.

C. Balzano to chair 9/17 meeting.

**8:06 Adjourn (Motion by S. Flanders, second by E. Hoffman)**