

Waterbury Housing Task Force Meeting  
Thursday, June 18, 2026 | 6:00-8:00 pm  
Steele Room, 28 North Main St

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

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

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

**6:05 Updates**

- Marsh House grand opening - June 3, event went well.

C. Balzano reports on applications to Down Street. 80 applications for 26 units. 8 tenants moved in on June 1, 3-6 more moving in July 1, expect all units to be filled by end of September. Eligibility determinations take some time, but expect full occupancy based on applications.

Questions about number of applicants who were already living in Waterbury, and number who are over 55. Will seek that information from Down Street to help HTF develop data on housing needs in Waterbury.

- CVRPC housing targets

Discussion of SB and PC concerns that the CVRPC targets do not overlap with the areas the town has identified for growth opportunities. Will the maps as currently drawn stymie sustainable development in areas of town that already have water and sewer infrastructure. Discuss desire to avoid increasing housing target numbers, and doing a targeted reassessment of WHERE housing development should be, rather than increasing the acreage.

- Infill opportunities: Town-owned properties

J. Camaratta reports that the parcel at Stowe/Railroad Street intersection will not work for Habitat for Humanity, based on engineer assessment of the site.

B. Vigdor wonders about Maple Street cemetery parcel given rise in cremations and shrinking demand for cemetery plots.

- Select Board Presentation

C. Balzano, J. Camaratta, B. Vigdor, S. Flanders attended. Major questions came up about CHIP program. There was not an opportunity to walk SB through the presentation and provide full spectrum of information. Note SB focus on hiring new Town Manager.

Discussion of CHIP applicability to a project like Stanley Wasson, is it a big enough project? And of whether there are actual opportunities to deploy CHIP in Waterbury.

S. Flanders wonders about using the structure for smaller infrastructure projects as opposed to water and sewer upgrades.

Discussion of need for Select Board to establish a policy to address these topics. What kind of housing does Waterbury want to leverage CHIP funding to build?

B. Vigdor notes that developer input would be useful to understand how incentives would work in practice.

J. Camaratta updates on Woody Avenue Housing Initiative project, identifies stages at which HTF input, recommendations and assessments may be useful as the project progresses.

**S. Flanders MOVES to nominate G. Schissel as liaison between HTF and consultants on the Woody Ave. Housing Initiative. C. Balzano SECONDS. Approved unanimously.**

Discussion of scope of town's role in development of this parcel. B. Vigdor wonders why the town didn't seek a developer to do the planning work underway using the current grant.

#### **6:40 Review of Preliminary Scoping Request: Housing Growth Area Infrastructure and Zoning Readiness Study**

J. Camaratta goes through D. Allen's proposed edits to RFP language specifically re: clarifying that applicants should address all project areas. Proposed edits are adopted.

Discussion of how to advise town on budgetary needs for RFP. Reviewed consultants who might provide an estimate for how much this would cost the town to be able to advise SB on whether this can be done this year or needs a new budgetary allocation next year.

J. Neubelt and S. Flanders opine that a free estimate may not be very reliable, so town may have to pay some fee to get a reliable estimate.

Consensus that it is worth reaching out to seeking several estimates.

#### **7:00 Status of Waterbury Housing Task Force 2026 objectives**

J. Camaratta reviews Objectives so far.

- *Use housing data to shape town plan goals, strategies, and measurable housing targets.* Making progress towards that objective.
- *Survey employees of local employers to understand their housing preferences.* Response rates and trends have been mixed. Making progress towards the objective of getting varied responses. G. Schissel will be prepared to present findings at next month's SB meeting.
- *Definite additional programs for Housing Reserve Fund to advance affordable housing.* HTF was prepared to move forward until Down Street increased its administration fee to \$5,200, above the allowable 10% threshold. Working to explore feasibility of town administering the program. Discuss the existing issue with how town will collect ongoing certifications required under the program. (Down Street was not set up to do that work in the first place.) J. Camaratta to report back next meeting. Outstanding question of how to structure the HRF long term. Discuss viability of restructuring loan program, LOT, fixed tax revenues. Need to review allowable use language. Objective requires additional attention. HTF to work on devising how to use HRF going forward, how to fund it, and for what. Program was ultimately fully subscribed, is there a need
- *Define, document and communicate a clear, predictable pathway from concept to permit for common housing project types.* Objective needs continued attention. C. Casey has been working on improving existing web portals, current architecture is clunky and user interface is not set up in an intuitive way. Robust reports cannot be run. Over 400 rental registry permits have been

submitted, and the town cannot really extract data to work with, significantly limiting the usability of the registry. C. Balzano wonders whether the original vendor shouldn't make improvements and changes to the portal. C. Casey advises that the vendor, **Granicus**, has not been responsive to feedback or requests to help make the portal more user friendly. Has advised C. Casey to resolve the inability to print full applications by taking multiple screenshots that cut off text. J. Camaratta to communicate challenges this poses for HTF data collection. Will discuss the need to have Granicus make improvements to the product. B. Vigdor flags that the deficiencies in the data the system provides will pose problems for PC functions as well.

Objective needs continued attention.

- *Identify infill sites within Phase 1 Bylaw area with water/sewer service and housing potential.*  
J. Camaratta reports that lots exist, actual question is whether owners are interested in subdividing. B. Vigdor adds that the costs of development is an additional hurdle. Discuss education and outreach. Discuss outreach to WHIP projects. Discuss outreach to phase one bylaw area land owners to educate about subdivision and development opportunities.
- *Define a study to identify where infrastructure and zoning updates can support new housing.*
- *Analyze data from town's rental registry (when available).*
- *Support the process for development of Stanley Wasson and Woody Ave sites.*

#### **7:50- Discussion of consensus on HTF's vision for priorities of the body.**

J. Camaratta is unavailable for July meeting, many other members are unavailable. Meeting is cancelled.

August meeting as scheduled.

September meeting requires a chair, to be addressed at August meeting.

#### **8:10 Adjourn**