

# TOWN OF BURLINGTON

## **Burlington Housing Partnership Committee January 17, 2024 Virtual Webex Meeting Meeting Minutes**

**In Virtual Attendance:**

Chair Michael Runyan  
Rita Shah  
Susan Kadilak

**Absent:**

Henry Wu  
Toni Ann Natola

**Burlington Staff Present:**

John Danizio, Assistant Town Administrator  
Liz Rust, Director Regional Housing Services Office  
Andrea Cross, Council on Aging Outreach Coordinator  
Kelly Cogavin, Affordable Housing Liaison

**Member of the public:**  
Ali Nouri**Call to Order 4:30pm:**

Motion to move the agenda out of order as today is the first annual Civic Expo and begins at 5:00pm and John Danizio would like to attend the event.

JD Update on agenda items # 2 and #3

Property at 119 South Bedford Road will be going up for sale – Town of Burlington has right of first refusal

TOB purchase property w/ approval of TM & Housing Funds. Acquired in 2022

Purchased for \$335,000 to rehab.

We won't recoup all of our money – we knew that going in – but wanted to keep the property in our inventory.

**Liz: 4:42pm**

I Drafted Application. It's an open process – we can change dates. As of today the sale price to be determined.

The documents applicants must produce include financials, current pre approval letter, assets, income verification etc.

It is a fair & transparent process.

Kelly will be posting the application at the local and regional level.

Mike says Susan could be very helpful and provide insight/ideas

- Can it be listed on MLS?
- Susan – yes, happy to do that

Kelly will receive the applications and documentation and send to Liz to review for eligibility.

Mike to John: Will this application apply for Grandview or just 119 South Bedford Street?

Just 119. People will need to resubmit and reapply each time a unit becomes available.

Mike: so when we have a sale for Grandview – we will open list? JD, yes.

Andrea Cross – good to know that it's a closed application until a unit is available.

Mike says there is an outdated application online under Grandview – suggests we keep it up to give people a guide to know what the requirements are. i.e. \$600,000 assets limit. That will tell potential applicant if they sell their paid off home – they may be over the limit.

4:56 JD leaves

Mike reintroduces Liz, thanks her for her time & expertise on housing matters over the years.

4:58pm Discussion with Council on Aging Outreach Worker, Andrea Cross, She has been a full time employee for 5 years and was part time for 3 years prior. She works with seniors in the community and often times their housing issues such as applications, evictions etc.

Heritage at Stone Ridge, 1 McNamara Way has 55year old plus requirement. Andrea is working with a few residents living at that property. Its income based. Often times seniors don't meet renewal requirements and seek assistance with her.

Liz explains the RAFT program (Rental Assistance for Families in Transition). One must have received an eviction notice, a notice to quit, behind on mortgage/utilities etc. then it goes on their record – hurts in future transactions

Andrea will keep that in mind for her residents.

**Adjourned at 5:18**