



State of New Jersey

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Chairperson

BENJAMIN L. SPINELLI, ESQ.
Executive Director

MEMORANDUM

TO: Affordable Housing Committee

FROM: Benjamin L. Spinelli, Esq., Executive Director

SUBJECT: Committee Meeting Minutes – December 9, 2022

DATE: December 16, 2022

An Affordable Housing Committee meeting was held on Friday, December 9, 2022, 12:00pm at the Highlands office in Chester.

Committee members present: Committee Chair Visioli, Committee Members Dougherty and Francis.

Staff members present: Benjamin Spinelli, James Humphries, and Karen Castanhas.

Present via phone: Council Chair Richko and Committee Member James; Jason Kane, DAG; Jeffrey Nielsen, Associate Council, Governor's Authority Unit; and Neda Hartman and Corey Piasecki.

The meeting began at 12:00pm.

Committee Chair Visioli opened the meeting by requesting an overview and summary from Highlands Council staff.

Overview and Summary

James Humphries, Director of Planning, Science & GIS gave an overview of the historical policies and work conducted on affordable housing, including the build out analysis and grant programs for affordable housing.

Affordable Housing Technical Report – Request for Proposal (RFP)

Committee Chair Visioli asked if there were any comments to the RFP to Develop an Affordable Housing Technical Report and Plan.

Mr. Humphries briefly reviewed Council Member Dan Van Abs comments suggesting more detailed analysis of proposed affordable sites in round 3 and a more nuanced view of water and sewer infrastructure limitations. The Highlands Council needs to understand both the limitations and the opportunities, to present the soundest case.

Mr. Spinelli commented that we need to look at the Regional Master Plan and the affordable housing units need to be appropriately assigned.

There was discussion amongst the members regarding the Preservation Area and how to address affordable housing obligations and the methods to provide affordable housing.

Committee Member Dougherty commented that Morristown is within the Planning Area and would like to discuss more equitable distribution of affordable housing, even in the Preservation Area. Also, it may make more sense to run a multi-step process (RFQ/RFP) to select a team or teams and then work with them, to create a specific task order.

At this time Committee Chair Visioli asked if there were any comments from the participants on the phone.

Council Chair Richko stated Council Member Van Abs has shown interest and has a lot of knowledge about affordable housing. Accordingly, Chair Richko asked Council Member Van Abs to serve on the Affordable Housing Committee in his place.

Next Steps

Mr. Humphries stated the Highlands Council staff will review all comments and redesign the RFP and then send the revised draft to the Committee Members before the holidays.

Committee Chair Visioli would like to have the next Affordable Housing Committee meeting on January 19th, at 2:30pm prior to the Highlands Council meeting.

The meeting was adjourned at 12:35pm.