

**Sheffield Housing Commission**  
**Minutes of meeting**  
**May 16th 2012**  
**(amended and approved June 20 2012)**

The Sheffield Housing Commission met at the Sheffield Town Hall on May 16<sup>th</sup> 2012 at 7:30 pm

Members present were: Kathy Orlando, Marilyn Wightman, Christine Ludwiszewski and Michael Citrin, Paul O'Brien.

**Call to order:** Chairman Citrin brought the meeting to order at 7:40 pm.

**Approval of minutes:** The minutes of April 18<sup>th</sup> 2012 were approved

**Unfinished business :** Chairman Citrin asked Christine Ludwiszewski to report on her search of a survey instrument that the Sheffield Housing Commission could use to gather data on the status of housing in Sheffield (present and future needs etc). Ms. Ludwiszewski reported that the Berkshire Regional Planning Commission (see new grant announcement-time sensitive <http://www.berkshireplanning.org/documents/FY12Peer-to-PeerGrantsAvailablefromDHCD.pdf>) has a new planner who may be able to assist the Sheffield Housing Commission with a survey. Marilyn Wightman was also in contact with the Berkshire Taconic Community Foundation and obtained examples of surveys that have been used in the past. It was agreed that the Sheffield Housing Commission needs to conduct a public relations campaign in the town so that people understand what we are looking for and that residents input is important in establishing a baseline of information so that future directions/initiatives are based on data. The Sheffield Housing Commission would use email, newspaper articles, advertisements, and mailings (to residents and employers) informing the public of the work that is being done to collect data and make informed decisions regarding housing needs in Sheffield. The Sheffield Housing Commission agreed that it needs to determine the questions that should be asked, the instrument that needs to be developed, the public relations necessary to inform residents of our task and the follow up needed to complete the initiative once the data has been collected. Thomas Matuszko, of BRPC, suggested we use the Citizens' Housing and Planning Association (<http://www.chapa.org/>) as a resource for our work. Once again the issue of transportation came into focus as the Sheffield Housing Commission discussed rural housing issues, please see the article and supporting information at <http://www.chapa.org/housing-policy/research-reports/supporting-sustainable-rural-communities-partnership-sustainable> and the full document at [http://www.epa.gov/smartgrowth/pdf/2011\\_11\\_supporting-sustainable-rural-communities.pdf](http://www.epa.gov/smartgrowth/pdf/2011_11_supporting-sustainable-rural-communities.pdf). Christine Ludwiszewski reported on her attendance at a conference where the topic of "The Mismatch in the Labor Market : Measuring the supply of and Demand for Skilled Labor in New England" was discussed (full report <http://www.bostonfed.org/economic/neppc/researchreports/2010/tr1002.htm>) once again highlighting the needs surrounding housing, labor and transportation and how they are inter-related. From this discussion, the Sheffield Housing Commission decided that it should look at the Sheffield master plan and the recommendations for housing contained in the document.

Christine Ludwiszewski brought up the potential of Orlando Rodriguez as a speaker at a Sheffield Housing Commission sponsored presentation discussing the issues relevant to housing needs in Sheffield (and the surrounding area). Mr. Rodriguez would work with existing data from the area and prepare a presentation relevant to Sheffield residents.

BRPC would be contacted to supply data for this presentation. Mr. Rodriguez would make projections based on the demographics , for Sheffield, going out twenty years. It was suggested that the presentation take place in the Fall of 2012 (Sept-Oct), and could include BRPC, HousingUs, town planners, housing developers etc. The Sheffield Housing Commission agreed to invite surrounding towns and their Housing Commissions (or other interested parties) to the presentation, a working title for the presentation is "Housing in South Berkshire County in 20 years".Christine Ludwiszewski agreed to contact Orlando Rodriguez to see what kinds of data he would need to prepare for his presentation. Cathy Orlando agreed to work with the housing data, supplied by John Stookey, concerning housing values in Sheffield and report on it at the next meeting.

**New Business:** none

**Adjourn :** The meeting adjourned at 9:04 pm, Next meeting will be held on 6/20/ 2012 at 7:30 PM

Respectfully submitted Paul O'Brien