

**FINAL MINUTES**  
**Affordable Housing Commission Monthly Meeting**  
**THURSDAY, DECEMBER 17, 2015, 7:00 P.M.**  
Charlestown Town Hall, Annex Conference Room,  
4540 South County Trail, Charlestown, RI

- 1. CALL TO ORDER.** Meeting called to order by Chairman Evelyn Smith.
- 2. ROLL CALL.** Chairman Evelyn Smith, Secretary Sandra Puchalski, AHC members Brian McDonald and Ernest Morreira. Vice Chair Sean White was excused and Town Council Liaison Tom Gentz was excused for travel. Catherine Hewett from the Westerly Sun was present.
- 3. MINUTES.** Approval of minutes: November 19, 2015, Regular meeting. Copies of draft minutes were passed out. Evelyn noted she will edit Chairwomen to Chairman. It was noted that Town Council Liaison Tom Gentz had provided a letter dated November 17th from WCCDC and asked that we place on future agenda for discussion. Motion made by Evelyn and seconded by Sandra to add to Town Council Liaison report #6. Ernest noted our discussion on the education component of the minutes. He noted we had settled on a Project Based education component and noted sentence on page 2 in minutes on 7(b) take out AHC members agreed via Open House and replace with AHC members considered instead. Ernest made this motion and Brian seconded. Motion made by Ernest and seconded by Brian to accept minutes as amended. Motion carried.
- 4. COMMUNICATIONS.** Communications Report. Review and brief discussion of communications and documents received since November 19, 2015. There were none to report. We are in receipt of email communication from Town Clerk to submit our schedule for 2016 which is on our agenda. Evelyn requested to leave 7 (b) to the end of meeting. AHC members agreed.
- 5. STAFF REPORTS** on current Affordable Housing issues. None.
- 6. REPORT, TOWN COUNCIL LIAISON.** None.
- 7. NEW BUSINESS:**
  - a) Request for support of sign-on letter.** Discussion of a letter the Commission has received, prepared by the Housing Network of Rhode Island, urging the Governor to consider a \$100 Million affordable housing bond in her budget proposal. Commission members have been invited to sign on to and share the letter. AHC members were given a copy of an email from Geoffrey Marchant on the petition to sign on. Evelyn noted she will email this to members as there is a link provided in the email. Members discussed being in agreement to the sign on letter and supported it. There was discussion on whether to distribute the email beyond the members of the AHC. It was agreed we could share the letter with those that might have interest to spread it around. Catherine will be included in the email as well so that the sign on letter can be shared. Members agreed to skip 7 (b) for now and go to 8 (a).
  - b) Commission Goals 2016.** (We will come back to this later in meeting.)
- 8. OLD BUSINESS**
  - a) Adopted Rhode Island 2016 Qualified Allocation Plan (QAP).** Evelyn noted that at the last meeting she reported that the RI Housing Board of Directors had met on the morning of November 19th to approve the QAP. Evelyn noted we had submitted revision and we had

made a number of suggestions. Evelyn reported there are still no minutes of the November 19th Housing Board, but they adopted the QAP on November 19th and it will be filed with the Secretary of State's office and be in effect December 22nd for 2016. It was noted that they did not take all our suggestions and revisions, however, AHC members considered our suggestions and revisions as a partial win and RI Housing is at least listening to us with the changes they have made. It was discussed that by the time the QAP gets to the public hearing we can follow up with a letter and note that we were pleased that they took our concerns to heart. It was discussed that we follow up with a letter. It was agreed that we can put this on the agenda in January and formulate a letter in response to QAP revisions.

At this time, members came back to 7 (b).

**7. NEW BUSINESS (continued):**

**b). Commission Goals 2016. Evelyn passed out a chart of goals worksheet which members discussed and noted each as initiative or active participant.**

Members discussed Commission goals for the year ahead, including in the chart were the following as identified at the November meeting,

- 1) Project-based information and education plan
- 2) Marketing plan analysis and resident advocacy for LMIH projects
- 3) Research and recommendations for the creation of an Affordable Housing Trust
- 4) Zoning modifications, tax relief ordinance and such other measures required to make Income-Restricted Accessory Housing Unit feasible.
- 5) Input into the Comprehensive Plan proposals for Growth Centers to assure that Smart Growth strategies, necessary for funding viability for LMIH projects, are included.

Notes were made on the worksheet and they will be updated for next meeting.

**8. OLD BUSINESS (continued)**

**b) Comprehensive Plan Review Status Report.** None.

**c) Special Projects List/Commission Assignments.** None.

**9. PUBLIC COMMENT.** None.

**10. NEXT MEETING.** The next regular monthly meeting is scheduled for January 21, at 7:00 p.m.

**11. ADJOURNMENT.** With no other business to come before the commission, motion made and seconded to adjourn.

Respectfully submitted,  
Sandra Karasuk Puchalski, Secretary

Minutes approved as presented, at the January 21, 2016, Regular Meeting of the Affordable Housing Commission.