

**Minutes**  
**Affordable Housing Commission Monthly Meeting**  
**THURSDAY, JULY 31, 2014, 7:00 P.M.**

Charlestown Town Hall, Annex Conference Room, 4540 South County Trail, Charlestown, RI

**CALL TO ORDER.** Meeting called to order by Chairman Evelyn Smith.

**ROLL CALL. Members Present:** Chairman Evelyn Smith, Vice Chairman Sean White, Secretary Sandra Puchalski, Ernest Morreira, Faith LaBossiere, Brian McDonald, and Town Council Liaison Tom Gentz. **Also Present:** George Tremblay.

**MINUTES.** Ernest made motion to approve minutes of the June 19, 2014, Regular Meeting as presented. Sean seconded. All voted in favor.

**COMMUNICATIONS. Communications Report.** Review and brief discussion of communications and documents received since June 19, 2014. There was no written communication report.

**STAFF REPORTS on current Affordable Housing issues.** No staff reports.

**REPORT, TOWN COUNCIL LIAISON.** Tom reported that ChurchWoods has been funded, more details to follow.

**7. NEW BUSINESS:**

**a) Charlestown Comprehensive Plan.** Members discussed process and AHC's role in recommending changes to Charlestown Affordable Housing Plan during the next Comprehensive Plan update. George reported as the Town Council liaison to the Planning Commission. We are undergoing a rewrite of the Comprehensive Plan. George noted the more info we can get as we go along will be helpful. Evelyn has put this on agenda tonight to begin some discussion before we meet with the consultants. Faith said we have the current housing element and wondered about the Road Map Project (Growth centers, etc.) It was suggested we have a joint workshop with Richmond to coordinate planning for shared growth centers like Shannock and Carolina villages. It was also discussed that we need information on population changes, need for rental housing, etc. Evelyn will try to obtain the most current Housing Needs data for Charlestown/ Richmond from Statewide planning.

It was discussed that September and October would be a good time for us to meet with the consultants. It should be gathered and printed for August and we can begin to have discussions in September and October.

George mentioned the League of Cities and Towns' summary of the municipal responses to its questionnaire. Of the 39 cities and towns, only 18 responded and of those, many of the responses were the personal opinions. George thought the State should do a needs assessment similar to that which he had done for the Town.

Members discussed home ownership and homelessness and the need for subsidies and deed restrictions. Tom noted there are 185 mobile homes in town. Evelyn noted we will add George's original 2012 report and his current conclusions to the list of documents for our review.

Ernest wanted us to define what our needs are and that we don't need the State to tell us what we need to do. Faith noted we have questions on the rentals.

Sandra noted we need motion to extend. Sandra moved and Ernest seconded. All voted to extend.

**b) ChurchWoods Project.** The Commission took up the discussion of the potential need to revise certain aspects of our existing bond commitment conditions, now that the major funding source has been identified. Evelyn passed out the last two pages of our Affordable Housing Commission Advisory from October 2012 . Our \$325,000 in bond funding is needed now for the land acquisition. Evelyn noted the conditions that were imposed in 2012 need to be revisited along with the conditions so that the Town Council can authorize the Treasurer to release the funds. We can put this on the August 21 agenda for the AHC to do an Advisory for the September 12 Town council meeting. It was agreed that the WCCDC will need to update its application and get the CDBG commitment letter from the State. AHC can meet in August for a new advisory. Tom will present a motion for the Town Council to modify the October 2, 2012 Advisory that will conform with the new application and talk to Peter Ruggiero tomorrow about that. Tom will ask Peter if any of the conditions of the October 2012 advisory are adverse to the Treasurer being able to disburse town funding for the purchase. Sandra noted we are past 15 minutes. It was agreed that the AHC has advised the Town Council Liaison that it needs further action to do ChurchWoods Project before the property transaction closes.

**OLD BUSINESS**

All items were deferred to a subsequent meeting.

**PUBLIC COMMENT.** None.

**NEXT MEETING.** The next regular monthly meeting is scheduled for August 21, 2014, at 7:00 p.m..

**ADJOURNMENT** was at 9:15 p.m.

Respectfully submitted,

Sandra Puchalski, Secretary.

Approved at the September 30, 2014, meeting of the Affordable Housing Commission.