

SALISBURY AFFORDABLE HOUSING COMMISSION

REGULAR MEETING

JULY 17, 2025 – 5:30PM (VIA ZOOM)

1. Call to Order. Present: Jennifer Kronholm Clark, Vivian Garfein, Kevin Cantele, Lee Sullivan, Abeth Slotnick, Mary Close Oppenheimer and Hannah Pouler (Communications Consultant). Absent: Pat Hackett, Jon Higgins and Jim Dresser.
2. **Approval of Agenda. So Moved** by L. Sullivan, seconded by A. Slotnick and unanimously **Approved**.
3. **Approval of Minutes of June 26, 2025. So Moved** by A. Slotnick, seconded by V. Garfein and unanimously **Approved**.
4. Discussion: Review Affordable Housing Fund
L. Sullivan talked about the outdated AHF guidelines, such as the \$20k limit, which was removed in 2023. Neither Ordinance which established the AH Fund talked about loans or grants, just disbursements recommended by the SAHC and approved by the BOS. L. Sullivan asked about loans; A. Slotnick commented that there haven't been any applications for loans, just for grants. J. Kronholm Clark asked if loans should be considered; A. Slotnick suggested contacting Jocelyn Ayer, as there are other sources for loans available. L. Sullivan pointed out that they have no staff to do loan schedules; V. Garfein and K. Cantele suggested staying away from loans. L. Sullivan asked if all references to loans should be removed; she will check with J. Ayer. **A Motion to Remove All References to Loans from the AH Fund draft document** was made by V. Garfein and seconded by L. Sullivan, **With All in Favor, Pending Further Information and Discussion**. A revised draft will be sent to J. Ayer and Commission members for review before the next meeting in September. There was discussion about the examples of eligible uses of funds; whether the list of uses should be further clarified; or whether the language in Ordinance 112 should be copied or just referenced. J. Kronholm suggested that the guidelines document should be shortened and put in the application package, with a reference to the Ordinance. L. Sullivan asked if references to limits per housing unit should be removed and perhaps list criteria for evaluation of project requests; J. Kronholm Clark agreed. A. Slotnick suggested contacting J. Ayer about the content and asking if it is still useful language. A correction was made to refer to the Inland Wetlands & Watercourses Commission (IWWC) for permitting, not the Conservation Commission. V. Garfein commented that the IWWC is the first step in any feasibility study, before P&Z. H. Pouler asked about the language "forgiveness for feasibility studies." V. Garfein commented that the SAHC should be cautious about giving grants for feasibility studies; grants should be for specific AH projects. V. Garfein suggested talking about grant limits; A. Slotnick commented that grant limits might not be useful in the future, if the

State wants larger contributions. L. Sullivan suggested having criteria for the process, to help future Commissions, instead of grant limits.

5. Coordinator's Report – Only 1 inquiry received about housing, J. Kronholm Clark responded. There was one offer of services for hire, if needed by the AH organizations.
6. Discussion: 2025 Goals and Subcommittees / Updates
 - Housing Committee Properties – A. Slotnick reported that they are getting their money together for Holley Place.
 - Pope Property – V. Garfein reported that the wood turtle study and map is in progress; it will be presented when done.
 - Housing Trust Properties – J. Kronholm Clark noted an event on July 23rd; there will be a dance fundraiser at the White Hart. The date for the ribbon-cutting at the Perry Street houses is Friday, August 1st at 10:30am. Undermountain Road – there is an issue with the second oak tree; it is not healthy and may have to be removed. The pre-application process is open for those homes, but there needs to be better explanations of who is the right type of applicant; the SHT is working on a fact sheet, which could go in the newsletter. There are resources available for down-payment assistance. (V. Garfein left the meeting at this time.)
 - Advocacy for AH – J. Kronholm Clark talked about the Street Fair in Salisbury on Saturday, August 2, from 11am to 3pm; volunteers are welcome. L. Sullivan reported that the newsletter mailer will not be ready to go out in July, but spoke with Stacey Moore regarding the printing costs, which will be at non-profits rate. About 2,500 mailers will go out, with about 100 left to distribute; the QR codes for SHC and SHT donations can go into the newsletter. The total cost should be under \$2k. Several SAHC members will review the copy of the pdf before the mailer goes out in August.
 - Alternative Funding Sources – No report
 - Explore Additional Properties – No report
 - Sustainability Committee – No report
 - Housing Affordability Committee – No report
7. Communications Consultant / Monthly Newsletter Update – H. Pouler did an interview with Jim Dresser for a feature article, which will be in the August newsletter. Michael Klemens' recent donation to the SHT will be mentioned. There will be an article on how donations are helpful, along with a mention of 8-30g. The newsletter will be sent out on Friday, July 18, so that it arrives before the dance event.
8. Public Comment – None
9. Chairman's Comments – There will be no meeting in August.
10. **Adjournment. So Moved** by M. Close Oppenheimer, seconded by A. Slotnick, **With All in Favor.**