

SALISBURY AFFORDABLE HOUSING COMMISSION

REGULAR MEETING

DECEMBER 18, 2025 – 5:30PM (REMOTE)

1. Call to Order. Present: Jennifer Kronholm Clark, Vivian Garfein, Lee Sullivan, Mary Close Oppenheimer, Pat Hackett, Jon Higgins and Abeth Slotnick. Absent: Kevin Cantele.
2. Approval of the Agenda. L. Sullivan asked that items #4 & #5 be in reverse order. A **Motion to Approve the Agenda, as Amended**, was made by M. Close Oppenheimer, seconded by A. Slotnick, **With All in Favor**.
3. Approval of the Minutes of November 20 and December 3, 2025. A. Slotnick asked for the wording to be corrected on the Minutes of November 20, 2025, to read: Sustainability...”make Dresser Woods net-zero ready, allowing for an easy conversion to net-zero, if there’s a place for solar.” A **Motion to Approve the Minutes of November 20, 2025, as Amended**, was made by L. Sullivan, seconded by A. Slotnick, and **Approved, with one abstention. Approval of the Minutes of December 3, 2025. So Moved** by J. Higgins, seconded by L. Sullivan and **Approved**.
4. Discussion: Review Affordable Housing Fund / Application / Guidelines
L. Sullivan reviewed both the revised Application and Guidelines. V. Garfein pointed out that links to Town Ordinances are not available and suggested adding the specific language to the document instead. A **Motion to Approve the Revised Guidelines** was made by L. Sullivan, seconded by V. Garfein, **With All in Favor**. A **Motion to Approve the Revised SAHF Application Form, dated 10/16/2025**, was made by V. Garfein, seconded by A. Slotnick, **With All in Favor**.
5. Discussion: SHC Application for Funding – Jocelyn Ayer and Peter Halle
Ms. Ayer described the condition of the building at 37 Bostwick St. and the work required to renovate it to have 3 apartments; there is a lot of work to be done. The SHC has raised \$200k in private funds, and the cost estimates are over \$500k for renovation work, but if this \$200k fund request is approved, they could begin the urgent work that is needed. Ms. Ayer noted that no State funding is available for this project, as it is too small. The SHC will need more funding from the SAHC and can apply to the State for the larger project at Dresser Woods. There was a lengthy discussion, with many questions from the Commissioners. M. Close Oppenheimer commented that the estimate didn’t address potential costs, that it made no sense to repair, and asked if it could be combined with other projects in other towns. Ms. Ayer responded that the building wasn’t horrible; it can be renovated for less expense than tearing down and rebuilding. V. Garfein agreed with M. Close Oppenheimer; old houses need work. Peter Halle responded that the house was inspected; Unit B may be a tear-down. V. Garfein would like a site visit. P. Hackett agreed with Mr. Halle to take down Unit B; the estimate is all over the

place, but the structure has good bones. If torn down, it could be moved out of the flood plain and yes, there is asbestos. M. Close Oppenheimer asked how to deal with mold; P. Hackett answered that it needs grading, drains underground, gutters, etc. Ms. Ayer responded that Unit B will either be a gut rehab or a teardown. M. Close Oppenheimer asked if the building could be moved out of the flood plain; P. Hackett answered that it would be easier to waterproof. A. Slotnick commented that the appeal is rehabilitation in a neighborhood. M. Close Oppenheimer asked about rot; A. Slotnick answered it could be fixed, with no special permit required; M. Close Oppenheimer commented that was putting good money after bad. L. Sullivan commented that restoration is important to the neighborhood and favors the allocation of funds, then seek donations. J. Higgins commented that he had a different viewpoint on the estimate and asked how much \$200k would accomplish; he would rely on Mr. Halle's analysis, if they think \$400k will get them what needs to be done or if it will be half of it. Members had a lot of questions, including if they had gotten actual prices from a contractor; A. Slotnick answered yes. Ms. Ayer commented that the contractor's scope was different, based on immediate priorities to be addressed. J. Kronholm Clark asked if there was consensus from the SHC; Mr. Halle answered yes. M. Ayer mentioned that they do have some money in hand. J. Kronholm Clark asked when they could start; Ms. Ayer answered that, if this request is approved, it would go to the BOS and then they could get contractors. A. Slotnick commented that they still have to give contractors the Phase 1 scope, then start to deal with safety issues. V. Garfein asked what phase 1 would include; A. Slotnick answered it would be things like replacing windows, renovating the empty apartment, upgrading electrical, moving the mechanicals out of the basement, resolving drainage problems, insulation and the roof. Ms. Ayer commented that it would be helpful to know how much money they will have, so they can strategize what they can do with the resources they have. V. Garfein asked if it is possible that they will only do 2 apartments; Mr. Halle answered no, they will do 3 and they are still asking donors. M. Close Oppenheimer asked if tenants can be selected versus a lottery. J. Higgins suggested giving even more money, as that's what it is for. V. Garfein doesn't want to break the bank and see how it goes. J. Kronholm Clark noted they could come back for additional funds. **A Motion to Recommend to the Board of Selectmen to Approve the Request from the Salisbury Housing Committee for \$200,000 for the Restoration of 37 Bostwick Street**, was made by P. Hackett and seconded by L. Sullivan. **Votes in Favor:** L. Sullivan, V. Garfein, J. Higgins, P. Hackett, J. Kronholm Clark. **Abstentions:** M. Close Oppenheimer and A. Slotnick. **The Motion Passed.**

6. Discussion: 2025 Goals and Subcommittees / Updates

- Housing Committee Properties – Jocelyn Ayer announced that the SHC got a Federal grant for Dresser Woods, with help from the Torrington Savings Bank. Peter Halle added that it is mostly a low-interest loan with a small grant. They are working on detailed plans for architecture and construction which they will submit to the State Dept. Of Housing. They are hoping to break ground on Holley Place around March 20, 2026; they're working on permit and fee reductions. Lakeview Apartments are new egress fire escapes.

- Pope Property – A. Slotnick reported that the PLDC will meet one more time to report and wrap up. There is no wood turtle management plan yet, just the map. Ms. Ayer is working towards community engagement before a Town Meeting vote; the SAHC will help with that.
 - Housing Trust Properties – J. Kronholm Clark reported sparse attendance at the recent open house; the houses will be getting certificates of occupancy soon. One family will close in mid-January; they still need applicants for the other 2 houses. J. Kronholm Clark added that SHT had a good fundraising year.
 - Advocacy for AH – J. Kronholm Clark would like the subcommittee to meet in January to amplify the message about applicants for the SHT. L. Sullivan talked about creating an educational program opportunity for families, over a period of time, to help them with their credit to get mortgages. J. Kronholm Clark mentioned that the SHT works with an organization that has a program in place and would like the subcommittee to work on a communication plan. M. Close Oppenheimer commented on possibly including the high school.
 - Alternative Funding Sources – L. Sullivan mentioned combining this group with the Housing Affordability Subcommittee and broadening the scope. J. Kronholm Clark commented that they will do procedures and subcommittees in January or February.
 - Explore Additional Properties – No report
 - Sustainability Committee – A. Slotnick reported that there is going to be a smaller solar system at Sarum Village.
 - Housing Affordability Committee – L. Sullivan reported that they are working on a wish list of projects for budget increases; they will talk to Joe Cleaveland and Kayla Johnson about conveyance fees. J. Higgins commented that they are trying to get the SAHC/AH Fund over a million dollars.
7. Communications Consultant Update / Monthly Newsletter Items – J. Kronholm Clark took notes for Hannah Pouler and will ask her to work on editorial ideas as well.
 8. Public Comment – Carl Culbreth asked about the Special Meeting on December 3, 2025; L. Sullivan explained it. Richard Tennyson commented that it was good to see and hear the debate. Carol Magowan thanked the SAHC for their stellar work – well done.
 9. Chairman’s Comments – J. Kronholm Clark reminded that at the January meeting they will meet, interview and vote on the candidates; she will reach out to Marie Castagna. Thanks to all.
 10. **Adjournment. So Moved** by V. Garfein, seconded by A. Slotnick, **With All in Favor**.