

Town of Richmond
AFFORDABLE HOUSING COMMITTEE
Minutes of September 20, 2021

Present Were: Bruce Olean, Chair
Denise Stetson
Pierre Duval
Sean Cutting

Also Present: Shaun Lacey, Town Planner

A. Call to Order

The meeting was called to order at 6:05 p.m. by B. Olean. All members were present. P. Duval brought M&M and chocolate chip cookies to the meeting, marked down by \$0.70 from a nearby retailer. The Committee thanked P. Duval and ate the cookies.

B. Approval of Minutes

- 1) July 19, 2021

A motion was made by D. Stetson, seconded by B. Olean, to approve the minutes of July 19, 2021 as presented. The motion passed unanimously (4-0).

C. New Business

- 1) Potential reorganization of Affordable Housing Committee Chair and Vice Chair

B. Olean asked if any member was interested in being Chair of the Committee. D. Stetson stated that she would be comfortable in the role of Vice Chair. D. Stetson also suggested that the overall structure of the Committee be revisited in the future to encourage additional membership.

A motion was made by D. Stetson, seconded by B. Olean, to nominate B. Olean as Chair of the Affordable Housing Committee and to nominate herself as Vice Chair of the Affordable Housing Committee. The motion passed unanimously (4-0).

- 2) Discussion and adoption of regulations for making recommendations to the Town Council on allocations and awards of funds and real property

S. Lacey presented draft regulations for making recommendations to the Town Council on allocations and awards of funds and real property to the Committee. The regulations establish eligibility for cash awards, conditions applicable for the use of in lieu fees, the application and decision-making process, receipt of monetary awards, matters related to the use of property acquired for affordable housing production, and conveyance of property to nonprofit developers. The draft regulations stipulate that a minimum of 50 percent of low- or moderate-income housing

must be proposed in order to obtain a monetary award. S. Cutting noted a typographical error under Section B(1) and inquired if a 99-year deed restriction could be considered onerous to anyone wishing to apply for a monetary award. S. Lacey replied that a 30-year deed restriction would be the minimal requirement, but the Committee could adjust the deed restriction requirements to less than 99 years if the Committee felt that it was too burdensome on a developer or applicant. D. Stetson noted that nearby communities apply 99-year deed restrictions. B. Olean stated that the Committee may wish to advocate for a longer deed restriction than 30 years to ensure long-term affordability of a dwelling unit(s) or parcel of land. The Committee acknowledged that the regulations can be amended in the future if it is found that a 99-year deed restriction is too burdensome to an applicant. It was noted that state-owned land on Wood Road could be an example of property that may rely upon a municipal subsidy to provide an affordable housing development to the community.

A motion was made by D. Stetson, seconded by B. Olean, to adopt the regulations for making recommendations to the Town Council on allocations and awards of funds and real property as presented. The motion passed unanimously (4-0).

3) Review of draft Low- and Moderate-Income Housing Chart for calendar year 2020

S. Lacey presented RI Housing's draft LMI Housing Chart for 2020. He asked the Committee to review the document and provide feedback on any properties that are not credited towards Richmond's affordable housing unit total. RI Housing will prepare the final document after October 8, 2021.

4) Discussion of future low- and moderate-income housing public education workshop

The Committee discussed the possibility of hosting a public education workshop on the topic of affordable housing in Richmond. B. Olean suggested reaching out to state offices or advocacy groups to inquire about presenters. The Committee also suggested designing an informational pamphlet that can be made available to the public and added to the town website. S. Lacey suggested preparing a presentation during a regularly-scheduled Town Council meeting. The Committee agreed to schedule a follow-up meeting on October 29th to develop an outline for presentation materials and information pamphlets.

D. Adjournment

The next regularly-scheduled meeting of the Committee will be held in person on December 20, 2021 at 6:00 pm. B. Olean noted that the meeting may need to be moved to an earlier date to avoid conflicts with the holiday season. D. Stetson requested placing an agenda item for the next regularly-scheduled meeting to discuss appointment of members and structure of the Committee. P. Duval noted that he will leave the box of uneaten cookies behind for employees to eat. Crumbs were cleared from the conference table.

A motion was made by D. Stetson, seconded by P. Duval, to adjourn. The motion passed unanimously (4-0). The meeting adjourned at 7:40 p.m.

Attested to by:



Shaun Lacey, AICP
Town Planner