

Town of Carlisle Affordable Housing Trust Fund

Minutes

September 9, 2015

Present: Vanessa Hunnibell Moroney, Chair; Nathan Brown; Karina Coombs; John Gorecki; Carolyn Ing; and E. Lyn Lemaire.

Guests: Alan Lehotsky, Chair, Carlisle Housing Authority; Luke Ascolillo; Conservation Commission; William Risso, Chair of the Board of Health; Linda Fantasia, Board of Health Agent; George Mansfield, Planning Administrator; Sylvia Willard, Conservation Agent; David Freedman and Timothy Goddard, Town Administrator.

1. Meeting called to Order at 8:02 p.m. by Vanessa Moroney, Chair

2. Old Business

A. 338 Bedford Road

- 1. Demolition Update.** Vanessa Moroney reported that the oil tank had been removed by Tanksalot, from the existing home, but that the Affordable Housing Trust (CAHT) was waiting for the required Tanksalot paperwork. The paperwork is required by the Carlisle Fire Department for sign off, prior to the Building Commissioner's issuance of the Demolition Permit.
- 2. Proposal to pay TILL, Inc.'s Permitting Fees.** Ms. Moroney said that a proposal had been made to pay up to \$20,000 of TILL's permitting fees and also to request that Board of Selectmen waive 50% of TILL's Building Department building permit fee as a demonstration of support. She noted that authorizing up to \$20,000, will leave 18.4% of the remaining \$125,000 of the 2014 Town Meeting authorization for Community Preservation Act Community Housing funds for the development of the 338 Bedford Road group home as a contingency fund. Ms. Moroney shared that she had received consultation that this was a generous contingency fund. She noted that the Town wants this project and will work with developers who have the Town's interests at heart.

Discussion followed. In response to a question about prior group home duplex development funding authorizations for this project, Alan Lehotsky, Chair of the Housing Authority noted that the Housing Authority had received an earlier authorization from the CAHT from the same Town Meeting authorization for up to \$50,000 toward the group home infrastructure as well as an additional \$15,000 to be used by the Housing Authority for related development costs. In response to a question about peer review fees exceeding \$20,000, Mr. Lehotsky suggested that the amount authorized be limited to up to \$20,000. John Gorecki also noted that if \$13,000 does not cover one-half of the Building Permit fee, then TILL, Inc. will be responsible for the remainder. Mr. Gorecki asked if there was asbestos in the home to be demolished. Mr. Lehotsky said no, this had been checked numerous times.

Linda Fantasia, Board of Health Agent concurred with Mr. Lehotsky. It was noted that fee payment would be worked out.

Nathan Brown made a motion that the CAHT approve up to \$20,000 for 338 Bedford Road/Goff property permitting and peer review to come from Community Preservation Act Grant 2014-1. Mr. Gorecki seconded the motion. All aye, the motion carried.

Mr. Brown made a second motion that the CAHT request that the Board of Selectmen waive 50% of the Building Permit fee estimated at \$26,000, not to exceed \$13,000. Mr. Gorecki seconded the motion. All aye, the motion carried.

- 3. Discussion of the Board of Selectmen's Decision to Require Site Plan Review for the TILL, Inc. ground lease group home proposal for 338 Bedford Road.** Mr. Gorecki, who also serves as Chair of the Board of Selectmen, shared that the Board of Selectmen had recently received guidance from Town Counsel that Site Plan Review was required, but would be very limited. He went on to explain that under the "Dover Amendment," Site Plan Review was limited potentially to the following items: height, setbacks, open space and screening (the latter two were not clear). TILL, Inc. has been notified of this requirement. It is Mr. Gorecki's expectation that the Board of Health and Conservation Wetlands Notice of Intent applications will be simultaneous with the Planning Board's oversight of the Site Plan Review.

Mr. Gorecki went on to say that the Planning Board will do a full review, but if we cannot request conditions, this will have the benefit of being less work for the Planning Board. David Freedman, representing the Planning Board, planned to review the well, septic, storm water management, traffic, and fire protection. Ms. Moroney asked did TILL, Inc. agree to attend a meeting for this? Consensus was that TILL, Inc. was hesitant to attend another meeting.

Alan Lehotsky, Chair of the Housing Authority responded that group meetings are often a waste of money, that TILL, Inc. was a residential project, not a school. He noted that it is smaller than one-half of the houses being built in Town today. The major issues are with the septic system and the Conservation Commission permit. He went on to say that there is no need to complain about parking spaces, unless you are going to hold this type of review for all projects. He also expressed concern about ongoing Town litigation, e.g., the Department of Housing and Community Development Housing Appeals Committee Lifetime Green Homes, LLC appeal of the Zoning Board of Appeals issued Comprehensive Permit, whose appeal was partially based upon the Town holding the permitting of affordable housing development to different level of scrutiny than other types of residential housing.

Mr. Brown asked why is it wrong to ask them to attend a meeting? Mr. Lehotsky answered that TILL, Inc. had already had this meeting and where it had been agreed to what the issues were. Ms. Fantasia responded that yes, we had called a meeting

earlier and now we have a better handle on the project. We are still trying to understand it. There had been two representatives from TILL, Inc. and representatives from Samiotes Consultants (engineers) at the earlier meeting.

Mr. Freedman asked if there is a project manager, he went on to note that in 90% of the (Town) projects, Stamski and McNary, Inc. handled this role. He went on to note that TILL, Inc. coming in (to apply) for a building permit was a waste of time. Ms. Moroney asked if TILL had chosen an engineer? Sylvia Willard replied that they had signed on with Samiotes Consultants. Mr. Freedman continued to express concerns about the developer and said that every plan (TILL, Inc.) that they do and have to do, you will hear a complaint.

Discussion also followed as to whether or not the TILL, Inc. project would nitrogen credit land. Mr. Lehotsky noted that there was a ground lease on the 338 Bedford Road project, but there had been no subdivision of land.

Ms. Moroney and Mr. Gorecki stressed that it was important to that all Town boards continue to work collaboratively with TILL, Inc. and to resolve all issues and support them through the Site Plan Review process. Discussion followed on what to recommend to the Board of Selectmen. Carolyn Ing, pointed out that this was a small business and a small project, her recommendation was that the BOS contact TILL, Inc. by telephone prior to sending a letter. Consensus was that this is what the CAHT should recommend to the BOS.

B. Study for 1.5% Land Area Minimum. Ms. Moroney reported that the Planning Board had \$10,000 in its budget for planning and development which is managed by the Board of Selectmen and Planning Board. She noted that the Planning Board is going to discuss this project as a Planning Board initiative.

3. **Authorizations:** Ms. Barnett submitted two receipts for the 338 Bedford Road Demolition (CPA 2014-1) totaling \$20.13. Mr. Brown made a motion to reimburse Elizabeth DeMille Barnett for \$20.13 from CPA 2014-1 grant. Mr. Gorecki seconded the motion. All in favor, the motion carried.

Mr. Brown made a motion to pay \$395 for the removal of the 338 Bedford Road oil tank to come from CPA grant 2014-1. Mr. Gorecki seconded the motion. All in favor, the motion carried.

Mr. Brown made a motion to reimburse E. Lyn Lemaire for \$125, for the Massachusetts Housing Partnership 2015 Housing Institute. Mr. Gorecki seconded the motion. All in favor, the motion carried.

4. **Election of Officers.** Mr. Gorecki announced that he is planning on stepping down as Chair of the Board of Selectmen following the next Town Election. Ms. Moroney said that she had made the decision to step down as Chair of the Affordable Housing Trust. Discussion followed. Ms. Moroney asked E. Lyn Lemaire, given her interest in affordable housing, if she would like to be

Chair of the Trust. Ms. Lemaire declined. Mr. Brown nominated Karina Coombs as Chair of the Affordable Housing Trust. Mr. Gorecki seconded the nomination. Ms. Moroney nominated Carolyn Ing as Vice-Chair. Mr. Gorecki seconded the nomination. All aye, the motion passed.

5. **Next meeting date:** October 21, 2015.

6. **Meeting Adjourned** 10:09 p.m.:

Respectfully submitted by Elizabeth DeMille Barnett, Housing Coordinator (from tape recording of CAHT meeting)