

Town of Carlisle Affordable Housing Trust

Minutes

June 29, 2012

Attendees: Greg D. Peterson, Chair, Town of Carlisle Affordable Housing Trust; John Gorecki,; Timothy F. Hult; Carolyn Ing; Peter Scavongelli; Douglas A.G. Stevenson; John D. Williams, Trustees.

Guests: Alan Lehotsky, Chair, Carlisle Housing Authority; Toby Kramer, NOAH; Mary Zoll; Elizabeth D. Barnett, Housing Coordinator.

1. **Meeting called to Order** at 5:31 p.m.
2. **Approval of Minutes.** Peter Scavongelli made a motion to approve the October 24, 2011, Minutes as amended, Douglas A.G. Stevenson seconded the motion. Motion passed. Mr. Stevenson made a motion to approve the February 17, 2012 Minutes. John D. Williams seconded the motion. Motion passed.
3. **NOAH Benfield Farms.** Greg Peterson initiated the discussion by reporting that NOAH was on an accelerated schedule, due to a Department of Housing and Community Development requirement that the Benfield Farms senior housing project be ready to close on financing by the end of the year. Mr. Peterson distributed copies of the draft Final Form of License (Agreement), an agreement drafted by NOAH's attorney and reviewed by Kathleen O'Donnell, Special Legal Services Consultant to the Town, which would allow NOAH access to the site in order to conduct the well testing and other tasks required by prior to closing of project financing. This agreement will be jointly signed by the Carlisle Board of Selectmen, the Carlisle Housing Authority, the Carlisle Conservation Commission and NOAH. Mr. Peterson asked the Trust to review the documents, track any changes, and send the changes to Elizabeth D. Barnett, who would forward them on to Ms. O'Donnell.

Timothy F. Hult asked what recourse the Town has to protect the land. Mr. Peterson responded that there are a number of protections which have been put in place: 1) the Agreement requires that the Conservation Commission has to approve a NOAH "Well plan" for work on Lot 4; 2) the Agreement requires that the land has to be restored to its original state by NOAH; 3) the Agreement requires that NOAH receive a Conservation Commission sign off at the completion of work. Mr. Hult responded that what he wanted to hear was that they [NOAH] are committed to returning the land to its original state.

Douglas A.G. Stevenson asked who would be reviewing the Comprehensive Permit once the development was under construction? A number of meeting participants responded the Building Inspector. Mr. Peterson added that the Board of Health will be reviewing the septic system and the DEP and the Conservation Commission will be reviewing well plans.

Mr. Peterson also reported that a Carlisle Affordable Housing Trust Grant Agreement was being developed by NOAH's attorney and being reviewed by Ms. O'Donnell. This Agreement would be used to disperse the first tranche of \$425,000 in Community

Preservation Act funds which were appropriated by 2008 Town Meeting for use for infrastructure expenditures for the Benfield senior housing project.

Mr. Peterson invited Mrs. Kramer to outline the preliminary uses of these funds. She said that the NOAH would be initially requesting no more than \$200,000 in funds for predevelopment infrastructure engineering, the development of a gravel access route to the proposed well location and preliminary well testing. She offered that NOAH's goal throughout the infrastructure development was to be as little intrusive as possible. For now, the Affordable Housing Trust would be making a grant to NOAH, which would do the initial work on behalf of NOAH's development entity (a limited partnership) which will own and operate the Benfield Farms senior housing.

Alan Lehotsky, Chair of the Carlisle Housing Authority, shared with the meeting that the total cost of the Benfield infrastructure had originally been estimated to be well over \$425,000. Mr. Williams asked if the infrastructure costs were \$410,000, will the Town get the money back? Mr. Peterson noted that the One-Stop Application included the entire \$425,000 as a contribution from the Town. He said that Mr. Stevenson had offered to serve as Affordable Housing Trust monitor for dispersing funds to NOAH upon completion of the infrastructure work. Mr. Peterson noted that the preliminary infrastructure work will be completed when the pump tests, which have been scheduled for September, have been done. Mrs. Kramer shared that, in addition to the Carlisle infrastructure funds, the Community Economic Development Action Corporation (CEDAC) had authorized \$250,000 in predevelopment funding.

Mr. Gorecki made a motion that the Town of Carlisle Affordable Housing Trust authorize Douglas Stevenson, John Williams and Greg Peterson to negotiate terms and conditions for the Grant Agreement, and for Greg Peterson to sign the Grant Agreement for the Trust for no more than \$200,000 toward NOAH infrastructure disbursements. Mr. Scavongelli seconded the motion. All in favor, motion passed. Discussion followed on the procedures and review which needed to be put in place order to disperse the Trust funds.

4. **Banta Davis and the proposed Strategic Housing Plan.** Mr. Peterson reported that, following the June Banta Davis Task Force presentation to the Board of Selectmen, he and John Williams were in the process of scheduling a series of presentations on the Task Force's findings with the Carlisle School Committee, the Conservation Commission and other Town boards. Mr. Peterson said that they were in the process of determining what it would cost the Town to support up to 50 units of rental housing on the Banta Davis property.

Discussion followed, with a recap on the presentations given at the June 2nd Affordable Housing Forum and on the next steps and research needed in order to develop a long-term strategic housing plan.

5. Meeting entered Executive Session at 7:30 p.m. Per M.G.L Ch. 30A, §§ 21 (a) (6) (To consider the purchase, exchange, lease or value of real property)

Respectfully submitted,

Elizabeth DeMille Barnett