

Carlisle Housing Authority
Meeting Minutes
April 14, 2014

Present: Alan Lehotsky, Chair; W. Randall Brown; Carolyn Ing, Steven Pearlman and Elizabeth DeMille Barnett, Housing Coordinator. **Absent:** James Bohn

1. Meeting called to order at 7:35 p.m.

2. Community Input. None.

3. Old Business

A. NOAH Benfield

- i. Project update** Alan Lehotsky reported that he had learned from NOAH that an abutter had contacted MassDEP, with a complaint about soil erosion on the Town-owned Benfield property cart path and meadow. NOAH also shared with him, that the Conservation Agent had told NOAH that a member of the Conservation Commission had split the silt fence which runs across the 25-acre Conservation Commission managed meadow, in regular 10+ foot intervals. This silt fence had been a MassDEP requirement for NOAH per the MassDEP Superseding Order of Wetlands Conditions. NOAH's Benfield Farms plans which had been directed and approved by MassDEP required this silt fence as a preventative measure during and post-construction of the Benfield Farms septic system and Community Water Supply well. Apparently, neither MassDEP, NOAH or the Housing Authority were notified in advance by the Conservation Commission, that the modification of the required silt fence was about to and/or had taken place. The modifications/slits to the silt fence rendered it useless.

Elizabeth D. Barnett, Housing Coordinator, reported that she had attended the MassDEP staff site visit in response to the abutter's erosion complaint. MassDEP staff inspected the cart path, the meadow and the slit silt fence which was installed from the end of the cart path to the Benfield Farms wellhead at the back of the 25-acre parcel. During the site walk, Ms. Barnett also learned, that the Carlisle Fire Department, on two separate practice sessions in March, had emptied 30,000 gallons of water from the municipal cistern tank and 10,000 gallons of water from the internal sprinkler tank into the protected wetlands area on the back of the Benfield Farms' site. The water discharge is adjacent to the cart path.

She also learned that NOAH, immediately upon learning about the cart path/meadow erosion situation, had consulted with its contractor, Dellbrook Associates; its civil engineering firm, Meridian Associates; and its landscaping company Lincoln Landscaping, Inc., as how best to address the situation. The

civil engineering recommendation was that a stone culvert be constructed on the cart path – to absorb run off from the upland above the cart path. The other recommendation was that a team with construction equipment, be brought in to install “hay socks” in front of the slit silt fence in the back Conservation Commission managed meadow. MassDEP was consulted about this proposed remedial work and approved the revision to the plans to do this work. Housing Authority discussion followed. Consensus was that Town Boards needed to work collaboratively and to notify each other about proposed changes to plans which had been approved by local, state and federal entities.

- ii. **NOAH Benfield Farms Solar Power Installation.** Ms. Barnett distributed materials on the proposal which NOAH had received from Solar Flair/Cedar Energy Investors for the installation of solar panels on the Benfield Farms senior housing building. As Benfield Farms is an all-electric building, NOAH’s hope in the installation of solar panels was to recoup partial utility costs with on-site electricity generation.
- iii. **Board of Health (BOH) to NOAH RE: access to the Benfield Farms septic repair and future replacement escrow account.** The letter was distributed to the Housing Authority, from the Board of Health to NOAH requesting BOH access to the NOAH escrow septic system escrow account. This escrow account was required per the BOH-NOAH permitting compliance agreement and has been set up for the purpose of having funds set aside to be allocated for Benfield Farms septic system repairs and future septic system replacement. Per the permitting compliance agreement, NOAH has agreed to set aside up to \$100,000 in this septic system escrow account. Also per the agreement, NOAH is not allowed to remove more than \$13,000.00 without BOH approval. The BOH in its letter is requesting that it have joint oversight over escrow account, in the event that the BOH needed to pay for septic repairs. The board discussed the BOH letter, within the context of the NOAH-Carlisle Housing Authority Ground Lease; consensus was that safeguards were currently in place for future septic emergencies. The board made the decision to take no action.as.
- iv. **Carlisle Housing Authority Certificate of Completion.** Ms. Barnett reported that NOAH had requested a Certificate of Completion from the Housing Authority in order that NOAH be eligible to receive its long-term project financing. NOAH provided the Housing Authority with its Architect’s Certificate of Completion, the Building Commissioner’s Occupancy Permit and its Title Insurance. Following discussion, Steven Pearlman made the motion that Alan Lehotsky be delegated to investigate, with the assistance of Special Legal Counsel, and to execute the document provided by NOAH. W. Randall Brown seconded the motion. Four aye, one absence, the motion passed.

- B. 338 Bedford Road – Department of Developmental Services (DDS) Group Homes Request for Proposals (RFP).** Mr. Lehotsky reported that the RFP was still being reviewed by the Massachusetts Attorney General’s Office. Mr. Brown shared a

number of comments/proposed revisions which he had about the RFP with the board. He also provided Ms. Barnett with a hard copy of his comments.

4. New Business

A. 2014 Carlisle Town Meeting Article 22 Banta-Davis Housing (a) and (b) s. The board discussed the Town-owned Banta Davis site within the context of other available sites for affordable development which had been proposed in the 2010 Town of Carlisle Housing Production Plan. Other neighboring communities' progress toward reaching Chapter 40B goals was discussed. Ms. Barnett reported that all the Banta-Davis affordable housing development reports were now on the newly created Affordable Housing Trust website.

4. Next Meeting Dates: Monday, May 12, 2014.

5. Meeting adjourned at 8:46 p.m. Motion by Mr. Pearlman, seconded by Mr. Brown, motion passed unanimously.

Respectfully submitted,

Elizabeth DeMille Barnett, Housing Coordinator