

**Carlisle Housing Authority**  
Meeting Minutes  
May 11, 2015

**Present:** Alan Lehotsky, Chair; Carolyn Ing; Mark Levitan; Elizabeth DeMille Barnett, Housing Coordinator. Absent: Steven Pearlman.

**Guests:** Lyn Lemaire, Board of Selectmen; Betsy Fell, *Carlisle Mosquito*

**1. Meeting called to order** at 7:37 p.m.

**2. Community Input**

- A. Lyn Lemaire, Board of Selectman, asked to address the meeting about the findings of the various hydrological studies that have been conducted in connection with the proposed 40B Lifetime Green Homes, LLC project also known as “the Birches” on Long Ridge Road. Ms. Lemaire said it was her consensus of the studies that the nitrate load from the proposed development could cause the area groundwater to be unsafe. She said that because of this, it was her opinion that people who are opposed to this project, shouldn’t be assumed to be against affordable housing. Mr. Lehotsky reminded the meeting that the Housing Authority is officially neutral about the project. Mr. Levitan stated that this is not a strategic project for Carlisle and that the town should find better solutions for affordable housing.

**3. Old Business**

**A. NOAH Benfield Farms**

**i. Project Update.**

- (i) Draft Memorandum of Understanding between Conservation Commission and NOAH Benfield Farms re: Benfield Parcel A Lot 4. Elizabeth DeMille Barnett, Housing Coordinator distributed the draft memorandum and explained that its purpose was in part to define routine maintenance in order that NOAH is able to perform such routine maintenance activities on the Benfield property Lot 4, which had previously been agreed to in earlier agreements, without having to appear before the Conservation Commission every time a routine maintenance activity is scheduled. At this time, the agreement has not been finalized.
- (ii) Board of Health: Temporary Certificate of Compliance. The status of this item remains the same as reported at the last meeting. NOAH has received a Temporary Certificate of Compliance from the Board of Health, but a permanent certificate will not be issued until the grass is established over the septic system in the back of the property.
- (iii) NOAH Property Tax Abatement Request - Board of Assessors. The status of this request was unknown at the time of this meeting.

**B. Update 2010 Town Of Carlisle Housing Production Plan**

Mr. Lehotsky stated that the next meeting of the Housing Production Plan committee would be held on May 14th. Ms. Barnett reported that she and Karina Coombs had been working to produce updated data tables and economic and demographic analysis.

Ms. Barnett reiterated the state requirements for achieving a Certificate of Compliance for the Housing Production Plan in order for the Town to be able to achieve “safe harbor” status over the five-year span of the Plan. She stated that if the current plan expired before the town submits a new plan, the town would possibly be at risk of losing “safe harbor” status for the 338 Bedford Road Group Homes project, depending on the timing of the issuance of the building permit for the project.

**C. 338 Bedford Road Ground Lease for Group Home for Intellectually-challenged Residents**

- (i) Land Disposition Agreement. Ms. Barnett stated that she had been in communication with Till, Inc. regarding this agreement, and that it is still undergoing legal review. She also stated that she had provided Till, Inc. with survey and other data about the site from the town’s Site Planning effort.
- (ii) Existing house and tenant. Mr. Lehotsky stated that the Carlisle Affordable Housing Trust (CAHT) had convened a meeting to discuss the demolition of the existing structure. Ms. Barnett is coordinating information including seeking cost estimates and work schedule from Gary Davis of the Department of Public Works, and input from John Luther, Building Commissioner and the Carlisle Fire Department, among others. The current tenant has a month to month lease, and will continue to reside in the house until the scheduled demolition.

**D. Proposed Affordable Housing Forum**

Mr. Lehotsky stated that the CAHT has funds that can be used for educating residents about affordable housing, and that he planned to attend the June 2nd meeting to discuss working together on a community housing forum to be held in September. A previous presentation could be updated for this purpose. He also suggested that we could invite speakers from other communities to share their affordable housing development experiences.

**4. New Business**

- A. **Community Preservation Act Funding – Future Funding Planning.** Mr. Lehotsky discussed a memorandum sent by the Community Preservation Committee (CPC) to all appropriate town entities regarding the CPC’s interest in producing a five-year view of potential Community Preservation Act funding requests. Mr. Lehotsky stated that it would be difficult for the Housing Authority to provide meaningful input to this, especially before a new Housing Production Plan is approved that identifies potential projects. He said that funds could be sought for land acquisition or for subsidizing specific projects.

**5. Authorizations**

None

**6. Approval of Minutes**

- a. Ms. Ing made a motion to accept the minutes of the March 9, 2015 meeting as written. The motion was seconded by Mr. Lehotsky. All present aye; the motion was approved.
- b. Ms. Ing made a motion to accept the minutes of the April 28, 2015 meeting as written. The motion was seconded by Mr. Lehotsky. All present aye; the motion was approved.

7. **Next Meeting Date(s):** Monday, June 8, 2015 at 7:30 p.m.
8. **Meeting Adjourned** at 8:09 p.m. Motion by Ms. Ing; seconded by Mr. Levitan. All present aye; the motion was approved.

Respectfully submitted,  
Mark Levitan, Secretary