

**Carlisle Housing Authority
Meeting Minutes
January 11, 2016**

Present: Alan Lehotsky, Chair; Mark Levitan, Vice-Chair; Steven Pearlman; Elizabeth DeMille Barnett, Housing Coordinator. **Not present:** Carolyn Ing; and Barbara Bjornson.

Guests: Karina Coombs, Chair, Carlisle Affordable Housing Trust

1. Meeting called to order at 7:30 p.m.

2. Old Business

A. Benfield Farms.

Board of Health Temporary Certificate of Compliance. Elizabeth DeMille Barnett, Housing Coordinator reported that per agreement with the Board of Health (BOH), NOAH has continued to conduct weekly tests on its Micro-Fast pre-treatment system in order to reduce nitrogen levels. According to NOAH, over the past few months, these test results continue to show improvement. NOAH's installation of the previously discussed shed for the dispensation of chemical additives (carbon and baking soda), as well as the installation of the vent had been delayed due to the unusually cold weather, both are expected to be completed shortly.

Ms. Barnett also reported that in response to concerns about odors raised at the December 15, 2016 Board of Health meeting, Jon Metivier, Building Commissioner and James Powderly, Plumbing Inspector, conducted inspections for all Benfield Farms residents who had requested them. The inspections found all plumbing fixture "traps" in the units inspected, had been installed properly and were in working order.

B. TILL, Inc. Group Home

- i. **Massachusetts Wetlands Protection Act Notice of Intent application.** Steven Pearlman reported that the Amended Order of Conditions has been unanimously approved and executed by the Carlisle Conservation Commission on December 17, 2015 and recorded at the North Middlesex Registry of Deeds.
- ii. **Site Plan Review.** Alan Lehotsky reported that the Site Plan Review Decision had been approved by the Board of Selectmen on December 22, 2015 and recorded with the Town Clerk's Office.
- iii. **The Carlisle Housing Authority – TILL, Inc. Grant Agreement.** Mr. Lehotsky reported that prior to the meeting copies of the Grant Agreement had been provided to the board. This agreement was drafted by Special Counsel, Kathleen O'Donnell, to provide the terms for the Carlisle Housing Authority's authorization of Community Preservation Act Funds (Grant 2014-1) for the grant to TILL, Inc. Discussion followed. Mr. Pearlman made the motion that Mr. Lehotsky be authorized to execute

the Grant Agreement, following TILL, Inc.'s execution of the agreement. Mark Levitan seconded the motion. All present aye, the motion passed.

- iv. **Authorizations.** Samiotes Consultants Wetlands Order of Conditions expense for additional work required by the Carlisle Conservation Commission. Mr. Pearlman made a motion to approve payment of the Samiotes Consultants invoice for the amount of \$3,463.75. Mr. Levitan seconded the motion. All present aye, the motion passed.
- v. **Building Permit.** Ms. Barnett reported that she had spoken with Mr. Metivier, and that it was his expectation that following the Planning Board's vote to sign off on the Building Department's interdepartmental checklist, that the group home building permit would be issued shortly. Mr. Metivier also was waiting to receive confirmation, in response to a question about whether or not there was a required Site Plan Review appeal period, prior to issuing the permit.

3. New Business

- a. **Discussion of 760 CMR 56.03 (3)(b) 1.5% General Land Area Minimum.** In response to discussions over the past year at both the Housing Production Plan Committee and the Carlisle Affordable Housing Trust, Mr. Levitan gave a presentation on 760 CMR 56.03 (3)(b) 1.5% General Land Area Minimum, which included background on this Department of Housing and Community Development (DHCD) regulation for providing a M.G.L. Chapter 40b "safe harbor." He noted that currently there are no communities in Massachusetts which DHCD has recognized to have been in compliance.

Mr. Levitan's presentation included a spreadsheet/modelling tool, which he had developed in order to calculate Carlisle's progress toward the 1.5% General Land Minimum. His estimate is that Carlisle would need to devote more than 80 acres of land to new affordable housing development (either homeownership or rental), at four or more affordable units per acre, in order to meet this DHCD requirement. He stated that the Town's current 46 units of Subsidized Housing Inventory (SHI) utilizes 11.5 acres, or 14% of the acreage needed to get to 1.5% of land area. By contrast the 46 units on the SHI represent 26% of the unit goal. He concluded that the 1.5% of land area method of achieving "safe harbor" is much more difficult than the incremental approach available by completing 0.5% of the housing unit goal annually. There is no incremental element in the 1.5% regulation.

- 4. **Next Meeting Date(s):** Monday, February 8, 2016 at 7:30 p.m.
- 5. **Minutes approved.** Mr. Pearlman made a motion to approve the December 14, 2015 Minutes. Mr. Levitan seconded the motion. All present aye, the motion passed. .
- 6. **Meeting Adjourned** at 8:40 p.m.

Respectfully submitted,

Elizabeth DeMille Barnett, Housing Coordinator