

Carlisle Housing Authority
Meeting Minutes
March 14, 2016

Present: Alan Lehotsky, Chair; Mark Levitan, Vice-Chair; Barbara Bjornson; Carolyn Ing; Steven Pearlman; Elizabeth DeMille Barnett, Housing Coordinator.

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

2. Old Business

- A. Benfield Farms.** The most recent MicroFast System pre-treatment test results which had been provided by NOAH, were distributed by Elizabeth DeMille Barnett, Housing Coordinator. The pre-treatment test results were at or below Town requirements. The Board of Health Temporary Compliance has been extended to April.
- B. TILL, Inc. Group Home.** Alan Lehotsky reported that the TILL, Inc. construction continues on schedule for the group home. TILL, Inc. is planning a ribbon-cutting event for later in the Spring.
- C. E. Lyn Lemaire Open Meeting Law Complaint with the Attorney General's Office.** Mark Levitan and Mr. Lehotsky reported they had attended the February 23, 2016 Joint meeting of the Board of Selectmen (BOS) and Carlisle Affordable Housing Trust Fund (CAHT), where the CAHT reviewed Town Counsel's draft response to the Open Meeting Law (OML) complaint which was filed with Attorney General's Office by E. Lyn Lemaire, BOS and CAHT, in January 2016. They reported that the BOS, CAHT and Town Counsel discussed the lack of merit for the OML complaint. Also discussed was the impact the Complaint has had on board member's abilities to execute their work as Town leaders and the timeline. A decision from the Attorney General is expected in not less than 70 days.

3. New Business

- A. Department of Housing and Community Development (DHCD) Board Member Training and Contact Information.** Ms. Barnett reported that she had been contacted by and spoken with Sarah Glassman, Associate Director, Division of Public Housing and Rental Assistance, regarding DHCD contact information for board members and upcoming DHCD board member training. Ms. Barnett circulated the current DHCD Housing Authority Board member training manual and offered to send an electronic link to the board. Information about the new DHCD training is to be forthcoming.
- B. Discussion 2016 Annual Town Meeting Warrant and Proposed Articles: Proposed Zoning Bylaw Changes to Site Plan Review, Community Preservation Act Articles and other articles.** Discussion followed on the 2016 Annual Town Meeting Warrant articles. Board consensus was to wait until taking a vote and/or sending letter on board recommendations.
- C. Local Housing Need – Draft Employer Survey.** Ms. Barnett shared a draft Employer Survey which she had prepared, which is to be used in part to determine the housing

needs of the Town's employees. The 2014 CAHT RKG, Inc. Market Feasibility Study had recommended that Town employers be consulted on the housing needs for their workforce. Discussion followed. Consensus was to move forward with this; Steven Pearlman volunteered to work with Ms. Barnett on this initiative.

D. Massachusetts Housing Partnership Workshop Using CPA Toward Affordable Housing. Mr. Pearlman and Ms. Barnett reported on this workshop. They reported that the housing examples and planning strategic approaches were excellent and timely.

E. Next Meeting Dates: April 11th and April 25th, 2016.

F. Meeting Adjourned at 9:00 p.m.

Respectfully submitted,

Elizabeth DeMille Barnett, Housing Coordinator