

Carlisle Housing Authority
July 14, 2011
Submitted by Carolyn Ing

Meeting was called to order at 7:38 pm.

In attendance: Alan Lehotsky (Chair), James Bohn, W. Randall Brown, Carolyn Ing, Steve Pearlman, Elizabeth DeMille Barnett (Housing Coordinator).

Community input: none

Election of officers: On a motion made by Lehotsky and seconded by Pearlman, it was voted 5-0 to elect Ing as Secretary. On a motion made by Pearlman and seconded by Brown, it was voted 5-0 to elect James Bohn as Treasurer. On a motion made by Pearlman and seconded by Bohn, it was voted 5-0 to elect Lehotsky as Chair.

On a motion made by Lehotky and seconded by Pearlman, it was voted 5-0 to approve Bohn as the CHA representative to the Affordable Housing Trust. On a motion made by Pearlman and seconded by Bohn, it was voted 5-0 to elect Brown as Planning Board Liaison. On a motion made by Lehotsky and seconded by Bohn, it was voted 5-0 to elect Pearlman as the CHA representative to the Community Preservation Act Committee (CPC). On a motion made by Lehotsky and seconded by Pearlman, it was vote 5-0 to elect Lehotsky as the alternate representative to the CPC.

Old business

Benfield Farms update: Barnett will check on the status of NOAH's proposed final plans meeting. Benfield field maintenance: Barnett will continue to contact Kevin Stacy for mowing services.

Highland Building update: On July 5, a site visit was made by Barnett, with Mary Beth Coyne, Massachusetts Department of Developmental Services Area Manager, and John Luther, Building Commissioner. Ms. Coyne observed that the building's location was not the preferred residential community site and its three-story design was not the single story building layout criteria required for DDS housing, but a that an adult day program might be a possibility. DDS designs/builds/manages space for its day program. This building use would not qualify for affordable housing credit on the Department of Housing and Community Development Subsidized Housing Inventory (SHI). Brown provided an update of status of the Highland Building Committee.

Affordable Accessory Apartment Regulatory Agreement revisions: On June 27, attorney Kathleen O'Donnell met with the Planning Board, and representatives from the Town of Carlisle Affordable Housing Trust Fund and the Housing Authority to discuss proposed document revisions (dated July 12, 2011). The CHA will review the new revision and discuss at next meeting.

Department of Developmental Services (DDS) housing: Barnett will contact the developer of the proposed DDS housing in Lincoln for feedback on feasibility of Conant site. Barnett also will request to have the Housing Authority on the Housing Trust agenda for its fall meeting.

New business

Town of Carlisle Affordable Housing Trust - Banta Davis: No new developments since last meeting.

Commonwealth of Massachusetts Governor's office reappointment: The Governor's Office reappointed Ing to serve until April 2016 as its appointee to the CHA.

2010 US Census Department of Housing and Community Development housing production plan goals: 1,740 households were counted in Carlisle. Nine affordable units per year are the new DHCD Housing Production Plan goals.

Massachusetts Housing Partnership 2011 Housing Institute: Barnett summarized the conference she attended in June. She learned from there is interest in and commitment for developing smaller projects on the state level.

Change in meeting day: After discussion, the board decided to reschedule its regular meetings to the second Thursday and fourth Tuesday of each month.

Minutes approved: On a motion made by Pearlman and seconded by Brown, the board voted 4-0 (Bohn abstained) to approve the minutes of the June 23 meeting as amended by the board.

Next meeting date: August 11, 2011

Meeting adjourned: On a motion made by Pearlman and seconded by Bohn, it was voted 5-0 to adjourn. Meeting adjourned at 8:55 pm.

Action items

- Barnett will inquire if NOAH has scheduled the proposed meeting to review final plans.
- Barnett will continue to contact mowing services.
- CHA to review AAA draft and revisions.
- Barnett will contact the developer of the proposed DDS housing in Lincoln for feedback on feasibility of Conant site.
- Barnett will request to have the Housing Authority on the agenda of Housing Trust fall meeting regarding proposed DDS housing.