

## Carlisle Housing Authority

November 20, 2012

### Meeting Minutes

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

**Visitors:** Toby Kramer, NOAH; Karina Coombs, Mosquito Reporter.

1. Meeting Called to Order at 7:33 p.m.

2. **Community Input:** None

### 3. Old Business

- a) **NOAH Benfield Farms.** Alan Lehotsky began the discussion by updating the board on the project, which continues to be on schedule. He noted he had learned since the last meeting that NOAH had met the requirements and received sign off from the Army Corps of Engineers on its permit application. He also reported that the Septic Application continues to be under review by the Carlisle Board of Health, and is nearing closure. Toby Kramer, NOAH, added that the NOAH also was in the process of developing plans for the fire cisterns and other fire-suppression elements.

Elizabeth DeMille Barnett, Housing Coordinator, reported that she had attended a productive meeting with NOAH and the Council of Aging (COA) Chair, Liz Bishop, Director, David Klein, and Field Worker, Angela Smith, to discuss the proposed Benfield Farms senior housing project and to identify building space which might be utilized by the COA for its activities and programming.

- b) 338 Bedford Road. It was reported that the 2012 Special Town Meeting voted on November 13, 2012, to appropriate \$590,000 in Town funds for the Affordable Housing Trust to purchase the 338 Bedford Road property for the development of an up to 10-bedroom group home and other recreational uses, and to authorize the Trust to go forward with this purchase. Mr. Lehotsky reminded the board that it would be important to remember to vote in the Special Town Election to be held on November 27, 2012, on whether or not to authorize a Town bond issue to finance the purchase the of the property.
- c.) Department of Housing and Community Development Fuel Assistance. Ms. Barnett reported that she had contacted the COA, to clarify the number of households receiving

assistance from the three different fuel assistance programs and learned that there currently are 20 households receiving fuel assistance.

#### 4) New business

a) 2012 Highland Committee. Mr. Brown reported that the Highland Committee was looking at a number of program options, including a community center, an adult day center for cognitively impaired adults or possibly affordable housing. The affordable housing option was based upon the expectation that 25% of the proposed units would be affordable and the remainder market rate, allowing for a potential revenue-generating scenario. Mr. Brown reported that the Fire Department, the Police Department and the Carlisle Public Schools Facility Manager had agreed that, in order to meet Carlisle Public Schools security needs, the Highland Building required a physical separation from the Carlisle Public Schools (CPS), e.g., a wall or fence, for any of the proposed options.

Discussion followed as to ways in which the Housing Authority might support the affordable housing option. Mr. Brown proposed scheduling the “walk-through” which had been proposed a year and a half by Rita Farrell of the Massachusetts Housing Partnership. During the discussion, concerns were raised about Town support for affordable housing to be developed at the Highland Building as well as about whether it was feasible to develop affordable housing without major financial assistance from the Town to a ground lease developer. Ms. Barnett offered to discuss a proposed walk-through with Timothy Goddard, Town Administrator and John Luther, Building Commissioner and to receive their approval. She also proposed scheduling the walk through on January 8, 2013, and also offered to contact potential developers. Mr. Brown also offered to prepare a one-page hand-out sheet, with information on the site, which would be attached to Ms. Barnett’s invitation to the prospective developers.

- 5) **Approval of Minutes.** Alan Lehotsky made a motion and W. Randall Brown seconded motion to approve the November 8, 2012, minutes as amended. The motion was approved.
- 6) **Next meeting dates:** December 13, 7:30 p.m.
- 7) **Meeting entered in Executive Session** – Per M.G.L. Ch. 30A, §§ 21 (a) (6) (To consider the purchase, exchange, lease or value of real property).

Respectfully submitted by Elizabeth DeMille Barnett.