

**Town of Carlisle Affordable Housing Trust**  
**Minutes**  
July 20, 2015

**Present:** Vanessa Hunnibell Moroney, Chair; Nathan Brown; Karina Coombs; E. Lyn Lemaire. **Absent:** Carolyn Ing; John Gorecki,

**Guests:** Verna Gilbert, Council on Aging Chair; Alan Lehotsky, Chair, Carlisle Housing Authority; Kelly Guarino; Elizabeth DeMille Barnett, Housing Coordinator; and *Carlisle Mosquito reporter*.

1. **Meeting called to Order** at 7:01 p.m. by Vanessa Moroney, Chair
2. **Approval of Minutes.** E. Lyn Lemaire made a motion to approve the June 2, 2015 Minutes. As amended. Karina Coombs seconded the motion. All aye, the motion passed.
3. **Old Business**

**A. 338 Bedford Road**

- a. **Carlisle Housing Authority – 338 Bedford Road Duplex Group Home Update.** Alan Lehotsky reported that the Carlisle Housing Authority had entered into a Land Disposition Agreement (LDA) with its selected developer, Till, Inc. for a nine-bedroom group home duplex for intellectually-disabled residents. He shared that TILL, Inc. and Elizabeth D. Barnett, Housing Coordinator, had met with the Building Commissioner. TILL, Inc. also had plans to meet shortly with the other boards it would apply to receive permits from, with the goal of obtaining a building permit by late summer.
- b. **Carlisle Affordable Housing Trust (CAHT) Demolition report.** Ms. Barnett reported that the demolition of the existing structures were on schedule. The schedule included: power service shut off, oil tank removal, septic tank clean out, building material recycling, proposed Carlisle Fire Department training, demolition, and new loam and seeding.

- B. Housing Production Plan Update.** Vanessa H. Moroney and Karina Coombs reported that the Housing Production Plan Committee's (HPPC) was working toward the release of the draft Housing Production Plan on August 6<sup>th</sup>, in order that the Board of Selectmen would have two meetings and the Planning Board would have adequate time to review the draft. In preparation for circulation, she proposed that the draft Housing Production Plan be professionally copy edited.

Additionally, Ms. Moroney reminded the CAHT, that there had been a Town Meeting vote to purchase the property with the assumption the Town would earn a year's Chapter 40B

“safe harbor.” Mr. Lehotsky noted that with an approved Housing Production Plan in place, upon issuance of the TILL, Inc. building permit, “safe harbor” could be applied for.

- C. Planning Board Memorandum on Benfield Farms.** Ms. Moroney shared that the Town had learned since the last meeting, that Community Preservation Act funds could not be used to fund the proposed study. Discussion followed on possible next steps and funding sources.
- D. Chapter 40B 1.5% General Land Area Minimum Alternative.** Ms. Moroney shared that the Town had learned since the last meeting, that Community Preservation Act funds could not be used to fund the proposed study. Discussion followed on the next steps. Ms. Moroney offered to speak with the Treasurer about possible funding sources as well as look into what Town entity might conduct the study. .
- E. Affordable Housing Forum.** Discussion focused on the timing for such an event and on possible topics. Suggestions proposed included considering either the spring or a year from now, and offering programs at two levels, as many residents were not familiar with the basic information about Chapter 40B.
- F. Community Preservation Committee (CPC) Long-Term Planning Request.** Following discussion on the CPC’s request for possible funding projects from 2015 to 2020, it was agreed that Ms. Moroney would sent the 2015 Housing Production Plan Executive Summary and the proposed Housing Production Plan goals to the CPC. Ms. Lemaire made a motion to send the 2015 Housing Production Plan Executive Summary and Project Goals to the CPC. Ms. Coombs seconded the motion. All aye (4), the motion passed.
- G. Authorizations:** Nathan Brown made a motion that the CAHT authorize up \$1000 for professional copy editing services, including grammar, spacing, m-dashes, etc. for the draft Housing Production Plan following Board of Selectmen and Planning Board review. Ms. Moroney seconded the motion. Motion failed (2-2).
- H. Next meeting date:** To be announced.

**4. Meeting Adjourned 8:47 p.m.:**

Respectfully submitted by Elizabeth DeMille Barnett, Housing Coordinator