

Carlisle Housing Authority
Meeting Minutes
December 9, 2013

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

1. **Meeting called to order** at 7:31 p.m.
2. **Approval of Minutes.** Steven Pearlman made a motion and W. Randall Brown seconded the motion to approve the November 25, 2013 Minutes. All present aye, the motion passed.
3. **Old Business**
 - A. **NOAH Benfield**
 - i. **Project update** Alan Lehotsky reported that since the last meeting NOAH had finished the final paving of the driveways on its Benfield Farms senior housing development.
 - ii **Lottery and Rental Schedule.** Elizabeth DeMille Barnett reported she had continued to coordinate Town Hall community space for NOAH's property manager, Peabody Properties, to conduct interviews
 - iii. **Benfield Farms construction site visit.** Carolyn Ing and Steven Pearlman expressed interested in joining a future construction site tours.
 - B. **Carlisle Affordable Housing Trust (CAHT) Master Plan Design Services for 338 Bedford Road/Goff Property Update.** At 7:45 PM, the Housing Authority meeting recessed, to listen to David Pollak, Principal, Abacus [architects + planners] and Tom Ryan, Principal, Ryan Associates give a scheduled charrette conceptual plan presentation to the Planning Board. This charrette conceptual plan presentation was one of four presentations to be given to Town boards as part of the Master Plan Design process. Town Boards and committees which were not receiving a designated Master Plan presentation, had been encouraged by the CAHT to attend one of the four presentations to other boards. The presentation consisted of three conceptual plans: 1) one with housing in the front and a 10,000 s.f. community center in the back; 2) one with housing in the front and a 5,000 s.f. community center in the back; 3) one with housing in back and a 5,000 s.f. community center in the front.

During the presentation, questions were raised about the water source which would serve the proposed group home and about the group home permitting process within context of the Dover Amendment. Tom Ryan, of Ryan Associates, responded to the first question, by noting that as the group homes

would house ten residents, therefore they would not require a MassDEP-permitted community water supply and are eligible for private wells.

Planning Board concerns included: the need to maximize the space of the 338 Bedford Road property; the interest in exploration of a possible group home connection to the Carlisle Public Schools waste water treatment facility; the need to institute low impact development practices, particularly regarding stormwater; whether a Carlisle Fire Department fire cistern and other needs were required; and the importance of maintaining connections to Conservation land. During the discussion, Sylvia Willard, Conservation Agent noted that there were two fire ponds near the property.

Following the charrette conceptual plan presentation, the Housing Authority returned to meeting. During discussion, consensus was that a future community center should go in the back and that the group homes be sited in the front. Concerns were raised about protecting the privacy of the group home residents, ensuring that outdoor group patios/open space were screened in a way that made it clear this was not public space. While at the same time, consensus was that siting of the homes should encourage the group home residents ready access to nearby Town resources. .

3. New Business

A. Town of Stow recently approved Comprehensive Permit Policy. Elizabeth D. Barnett, Housing Coordinator distributed the recently approved Town of Stow Comprehensive Permit Policy, which she had received from a colleague, one of the Stow Affordable Housing Trustees. She noted Stow does not have public water and septic infrastructure and relies solely on private wells and septic systems. She also noted that the Stow has developed a project review matrix and has multiple examples of architectural styles which it encourages to be used for multi-unit housing.

4. Next Meeting Dates: Monday, January 13, 2014.

5. Meeting adjourned at 9:00 p.m. Motion by Steven Pearlman, seconded by W.Randall Brown, motion passed unanimously.

Respectfully submitted by Elizabeth DeMille Barnett, Housing Coordinator