

Carlisle Housing Authority
Meeting Minutes
February 10, 2014

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

1. **Meeting called to order** at 7:33 p.m.
2. **Approval of Minutes.** W. Randall Brown made a motion and Alan Lehotsky seconded the motion to approve the January 22, 2013 Executive Session Minutes. All present aye, one absent, the motion passed. Mr. Brown made a motion and Carolyn Ing seconded the motion to approve the April 23, 2013 Executive Session Minutes. All present aye, one absent, the motion passed. Ms. Ing made a motion and Mr. Brown seconded the motion to approve the January 13, 2014 Minutes. All present aye, one absent, the motion passed.

3. Old Business

A. NOAH Benfield

i. **Project update** Alan Lehotsky reported that since the last meeting, Special Town Counsel, Kathleen O'Donnell had reviewed for signature Estoppel Agreements for both the Ground Lease and the Land Development Agreements allowing the Bank of America to become a Benfield Farms partner. He also reported that upon Special Counsel's recommendation, NOAH had provided the Housing Authority with a list of the current Benfield Farms partners and their ownership shares.

Mr. Lehotsky also reported that a South Street resident had sent a letter of concern to the Zoning Board of Appeals (ZBA) about the Benfield Farms landscaping which has been installed. Apparently one of the concerns, has been the removal of woody invasives on the front of the property, i.e., oriental bittersweet and burning bush, upon the recommendation of the Conservation Commission, which had changed the appearance of vegetation on the site. It was noted during the following discussion that the ZBA had approved landscaping plans as part of the Comprehensive Permit.

Elizabeth DeMille Barnett reported that the Benfield Farms Fire Permit had been issued and that final fire inspections were in progress.

ii **Lottery and Rental Schedule.** Ms. Barnett reported she was continuing to coordinate Town Hall community space for NOAH's property manager, Peabody Properties, to conduct interviews and to take resident deposits for move-in targeted for March 1st. She also reported that NOAH had invited the Housing Authority and CAHT for a site tour on February 22nd prior to

occupancy. Steven Pearlman expressed happiness at NOAH reaching this long-awaited project milestone. The board concurred with him.

- B. **Carlisle Affordable Housing Trust (CAHT) Master Plan Design Services for 338 Bedford Road Update.** It was reported that the CAHT is planning to vote to accept the preferred conceptual plan at its February 27th meeting.
- C. **338 Bedford Road – Department of Developmental Services (DDS) Group Homes Request for Proposals (RFP).** Mr. Lehotsky reported that Ms. Ing Ms. Barnett and he, are making progress on the first draft of this document. At the January 27th CAHT meeting the cost benefits of having the Housing Authority release the DDS RFP were discussed, particularly the fact that MassDEP has given guidance that it would allow the Housing Authority's release of the RFP, with a separate septic system rather than requiring the costly tie-in to the Carlisle Public Schools wastewater treatment facility. Mr. Brown concurred that from an engineering standpoint, that a tie-in would be costly. During discussion, it was noted that MassDEP would allow a separate septic system, due to the fact that under Massachusetts Chapter 121B, a Housing Authority is an independent governmental legal entity.
- D. **Long Ridge Road Chapter 40B.** Mr. Lehotsky reported Timothy Hult, Chair of the Board of Selectmen, had sent a response letter to MassHousing regarding the Town's comments on the Long Ridge Road Chapter 40B Site Application. Mr. Lehotsky noted that a number of the proposed Housing Authority concerns/comments which had been submitted to the Board of Selectmen, had been included in the letter. The next step will be for the Town to hear back from the MassHousing.
- E. **CAHT Community Preservation Application for Fiscal Year 2015.** New copies of the two CAHT Community Preservation Committee applications and proposed 2014 Town Meeting articles, for 338 Bedford Road affordable housing development and unrestricted CAHT funds at \$100,000 each, were distributed and discussed. Also circulated at the meeting was the group home and unrestricted affordable housing trust Community Preservation Act funding chronology prepared by Ms. Barnett for the January 27th CAHT meeting, with information from the Community Preservation Coalition database on Town's similar to Carlisle and on some of Carlisle's neighbors. The level of possible Town subsidies for the two-unit group home proposed for 338 Bedford Road was discussed.

4. New Business

- A. **Treasurer's Request – Conant Land Affordable Housing Fund appropriation recission.** Mr. Lehotsky reported that the Treasurer had contacted him to request that the remaining funds, \$ 4,193.53, from the original \$30,000.00, which had been appropriated by 1999 Town Meeting for

the Housing Authority to develop affordable housing on the Conant Land, be returned to the Town unless there was upcoming work proposed for this purpose. Mr. Pearlman made a motion that the \$4,193.53, remaining from the 1999 Town Meeting appropriation for affordable housing development on the Conant Land be returned to the Town. Mr. Brown seconded the motion. All present aye, one absent, the motion passed.

- B. Mr. Lehotsky announced that James Bohn, due to his professional work travel schedule will not be running for another term on the Housing Authority.
- 4. Next Meeting Dates:** Monday, February 24, 2014 and March 10, 2014.
- 5. Meeting adjourned** at 8:45 p.m. Motion by Mr. Brown, seconded by Mr. Pearlman, motion passed unanimously.

Respectfully submitted,

by Elizabeth DeMille Barnett, Housing Coordinator