

**Carlisle Housing Authority**  
Meeting Minutes  
July 14, 2014

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

**Guest:** Katie Hart, Reporter, *Carlisle Mosquito*

1. **Meeting called to order** at 7:29 p.m.

2. **Old Business**

**A. NOAH Benfield Farms**

- a. **Benfield property cart path repair and field restoration update.** Alan Lehotsky reported that he had attended the July 10, 2014 meeting of the Carlisle Conservation Commission where it was discussed per MassDEP requirement, that NOAH would hand rake, loam and reseed these areas. Elizabeth D. Barnett, Housing Coordinator, also reported that the Carlisle Board of Health had discussed this issue at a recent meeting and wanted the septic area reseeded prior to signing off on NOAH Benfield Farms BOH permit. A cart path and meadow restoration plan has been required by MassDEP, and has been agreed to by all parties involved. This plan is currently being implemented by NOAH..
- b. **Eagle Scout projects.** Ms. Barnett reported that Matthew Li, a Carlisle candidate for Eagle Scout, has volunteered to work with NOAH and to construct garden benches for the Benfield property. NOAH also is working with other Carlisle scout volunteers, who are interested in painting the shed.
- c. **Leasing update.** Ms. Barnett reported that 16 units are leased and one additional unit is close to being leased. NOAH's stated goal was to lease 50% of the units within 18 months; this goal has been surpassed.

**B. 338 Bedford Road Intellectually-disabled group homes**

- a. **Ground Lease.** Ms. Barnett reported that the Carlisle Affordable Housing Trust (CAHT) had accepted the changes submitted by the CHA with respect to the proposed CAHT/CHA ground lease for 338 Bedford Road at their June 10, 2014 meeting and also had voted to approved execution of the CAHT-CHA ground lease. The lease has been signed by Greg Peterson, Chair of the CAHT and by Mr. Lehotsky on behalf of the CHA. The 338 Bedford Road Ground Lease was recorded at the North Middlesex Registry of Deeds on June 27, 2014.
- b. **Property Update.** Ms. Barnett reported that Building Commissioner, John Luther had volunteered to inspect the existing dwelling on the property for potential hazards prior to future demolition. Ms. Barnett accompanied him on the site inspection. None were found.

Mr. Lehotsky also reported that with Town Counsel's assistance, a 4th Amendment to the Purchase and Sale Agreement was executed between the CAHT and Mrs. Mosely-Goff,

the former owner, which allows a family member to continue to live on the premises beyond the original expiration date of August 9, 2014. This new agreement expires on August 9, 2015. The current resident is responsible for maintaining the grounds. This agreement allows for 30-day notice to vacate the premise at any time during this period.

**c. Request for proposal (RFP) for group homes for the intellectually-disabled.** Mr. Lehotsky reported that the Carlisle Town Counsel was still in the process of reviewing the draft RFP with the Attorney General's office. It is expected that the CHA will be able to review and comment on the draft RFP by the end of August. W. Randall Brown inquired about the process for incorporating CHA comments that were compiled earlier this year. Mr. Lehotsky stated that the intent remains to review and incorporate those comments, as well as others that may be submitted, and to also invite the public to a meeting of the CHA to solicit input for the RFP prior to issuance.

- C. Long Ridge Road Chapter 40B update.** Ms. Barnett reported that a formal 40B Application was filed by Jeffrey Brem, of Lifetime Green Homes, Inc on July 3, 2014. She shared the site plans and application documentation with the board. A discussion ensued about some of the details of the plan, including the number of proposed homes, the number of affordable homes, well water and septic plans, and other elements.

Mr. Lehotsky recounted for the record the recent history of development proposals for the Brem property at 100 Long Ridge Road. In 2013, a proposal to subdivide the approximately 12-acre into four lots was reviewed by the Carlisle Planning Board. At that time, one of the Planning Board conditions was that the property owner would construct a public fire cistern as a condition of approval. The owner countered with a plan that would require neighborhood property owners to contribute to this cost as a betterment. Following strong neighborhood opposition, the owner proceeded to consider a range of Chapter 40B developments, including a 39-home proposal as well as the current active 20-home proposal.

The Board agreed to monitor developments as they unfold during the Zoning Board of Appeals hearing process. Ms. Barnett will inquire about the availability of the application document in electronic form to allow easier review by members. She also offered to develop and share Chapter 40B resource links such as design review guidelines and information about the Chapter 40 process to assist board members in better understanding the 40B approval and appeal process.

### 3. New Business

- A. Inclusionary Zoning - presentation follow up.** Ms. Barnett reported that the original American Planning Association (APA) Massachusetts Chapter Inclusionary Zoning Conference presentations which she based her presentation at the last meeting upon had been posted on the APA Massachusetts Chapter website that she would provide links to this information.
- B. Strategy discussion.** Mr. Brown initiated a discussion about how to best advance the topic of reconsidering the rental unit approach to building the required number of affordable housing units in Carlisle in order to achieve a Chapter 40B "safe harbor." He also inquired if anything had been done with respect to suggestions made at last meeting regarding increased communication with the CAHT. Mark Levitan suggested a strategy

brainstorming session be held at an upcoming CHA meeting. This was met with consensus approval.

- C. **Open Meeting – Remote Participation.** In order to facilitate maximal board participation, Mr. Lehotsky inquired as to whether board members were required to be present at meetings in able to participate and/or participate in votes. Ms. Barnett offered to look into the most recent Commonwealth of Massachusetts requirements on this subject and to report back to the board.

**4. Authorizations.** None

**5. Approval of Minutes.** Minutes of the June 9, 2014 meeting were reviewed and discussed. A motion to accept the minutes as written was made by Carolyn Ing, seconded by Mr. Levitan; motion passed unanimously.

**6. Next Meeting Dates:** Monday, August 18, 2014.

**7. Meeting Adjourned** at 8:29 p.m. Motion by Mr. Brown, seconded by Ms. Ing; motion passed unanimously.

Respectfully submitted,

Elizabeth DeMille Barnett, Housing Coordinator