

Carlisle Housing Authority (CHA)
Meeting Date: November 12, 2009
Approval Date – December 10, 2009
Submitted by: Susan Stamps

Attending: Members Alan Lehotsky (Chair), Susan Stamps, Steve Pearlman, and Administrative Coordinator Elizabeth Barnett.

1. Call to Order 7:35 p.m.

2. Old business.

a. Update Affordable Accessory Apartment (AAA) program.

(i) Status of AAA deed restriction review with local lenders. Barnett reported that she spoke with a senior vice president at Middlesex Savings Bank. He was favorable, with two concerns - (1) the deed restriction must state that it terminates with the sale of the property, subject to an existing lease (this would be consistent with the bylaw) and (2) the lender might want to do a new appraisal once the apartment is built. She is waiting to hear back from Cambridge Savings Bank and Wells Fargo and then will submit the deed restriction to the Planning Board (PB) for comments.

b. Update on Benfield Farms.

Barnett gave each member a copy of NOAH's 10/23/09 application to the Zoning Board of Appeals (ZBA) for the Comprehensive Permit. She encouraged members to attend the hearings and will post each hearing as a CHA meeting in case the CHA needs to caucus and take a position on an issue.

(i) Update on utilities. Barnett reported that NOAH is considering extending the gas line from Wildwood Drive (~1,600 feet), instead of installing oil tanks. She reported that town counsel said it would be OK for the Housing Authority to be the applicant for extension of the gas line and upgrade of electric service.

(ii) ZBA hearing. ZBA will open public hearing on NOAH application for comprehensive permit on November 23 7:00 p.m.

(iii) Stretch Code. Barnett did not have further information on impact on Benfield if the town adopts the Stretch Code.

Public comment: Alan Carpenito asked if local preferences, minority hiring for construction, etc, would apply to the project and Barnett said these constraints do not apply since the Town is not the developer.

3. New business.

(a) Barnett reported that the Selectmen have asked every town board to respond to a request to reduce its budget by 10%; CHA budget is only \$500. (b) CHA is invited to join a tour of Drake Village senior housing in Arlington on November 17 at 10:30 a.m. (c) Lehotsky reported on the progress of the Affordable Housing Production Plan (AHPP) committee; he has drafted a list of what the town has done vs. what is in the existing plan (ex. town has established a Housing Trust and AAA program); Barnett reported that Department of Housing and Community Development (DHCD) can provide data for the new Plan; next AHPP committee meeting is December 3. (d) Barnett said she has been advising residents of resources to help them deal with mortgage problems. (e) Lehotsky advised members that the state now requires all town committee members to take and pass an on-line ethics course (completed by April, 2010); (f) On a motion made by Pearlman and seconded by Stamps, it was VOTED 3-0 to reimburse Barnett \$37.69 for travel expenses to the conference she attended last month (see 10/22/09 minutes). (g) Barnett reported that she drafted a letter, signed by Lehotsky, to the Governor recommending approval of Carolyn Ing as Governor's appointee to the CHA; she will put it with letters from the Selectmen and the Democratic Town Committee supporting the appointment and send it to the appropriate person in the Governor's office.

4. Minutes approved. On a motion made by Lehotsky and seconded by Pearlman, it was VOTED 3-0 to approve the minutes of the October 7, 2009 meeting.

5. Next meeting date. Next meeting: December 10 (no meeting December 24).

6. Meeting adjourned. On a motion made by Pearlman and seconded by Stamps, it was VOTED 3-0 to adjourn. Meeting adjourned at 8:45 p.m.

ACTION ITEMS

A. Barnett to follow up with Cambridge Savings Bank and Wells Fargo on final comments on the AAA deed restriction and then will submit to the PB for comments.

B. Barnett to prepare package with letter to the Governor recommending approval of Carolyn Ing as Governor's appointee to the CHA and letters from the Selectmen and the Democratic Town Committee supporting the appointment and send it to the appropriate person in the Governor's office.

From previous minutes:

A. 9/24/09 - Barnett to continue to follow up with Selectman Tim Hult re: progress on the letter he plans to write to DHCD in support of extending the 40B certification period for

small towns from 2 to 3 years (promised at 9/10/09 joint meeting with Carlisle Housing Trust), with copies to Rep. Atkins, Sen. Fargo, and the list of Carlisle's "comparable towns."

B. 9/24/09 - Members to review Chelmsford Housing Authority's re-draft of the proposed contract for rental management of the AAA program.

C. 10/22/09 - Barnett to try to schedule meeting between NOAH and Energy Task Force Members to discuss Stretch Code, including costs and funds that may be available to offset costs.

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