

**Carlisle Affordable Housing Trust**  
**Meeting Minutes**  
**February 21, 2023**  
**Zoom Meeting**

Members present: Gina Fox, Carolyn Ing, Chris Johnson, Mark Levitan, Kate Reid, Beverly Shorey, Brian Waterson  
Guests: Adelaide Grady, Julie Mercier, Town Planner

The meeting was called to order at 7:00 pm.

Old Business

Rocky Point

The Affordable unit at Rocky Point has been sold.

HPP Update: Review of Planning Board meeting

Mr. Waterson commented that the Planning Board meeting clarified the need for the Trust to plan our public message. He recommended acceleration of the approval process to move forward with the HPP before May. Ms. Reid pointed out that the Trust doesn't need public adoption to move forward and that the HPP requires majority approval, not unanimous approval. The final count of Planning Board members were three in favor, two not ready to vote, and two not clear. Ms. Grady noted that the two members not ready to vote might be open to discussion and education. Ms. Mercier recommended the Trust continue to pursue approval, but also move forward. Ms. Reid observed that the crucial next steps to move forward are education and public messaging, and also to continue communication with other town committees.

Benfield

Ms. Reid reported that the septic system is up and running. Another issue is that building key fobs are not working which complicates tenant access. The Trust discussed methods of funding remediation: CPC application, ARPA fund, or the existing \$100,000 CPC grant which is currently in the Trust's treasury. Ms. Mercier recommended writing a memo of understanding between the Town and NOAH in order to document issues that are not clearly stated in the Benfield lease agreement.

CPC Grant Application

No new updates since the CPC has not met since the last Trust meeting.

Approval of Minutes

Ms. Fox moved to approve the January 24, 2023 minutes as amended, Mr. Levitan seconded. The minutes were unanimously accepted.

Next meeting: March 21 at 7:00 pm.

Adjourned at 8:18pm

Respectfully submitted,  
Carolyn Ing, Secretary

Minutes approved on 3/21/2023