

**Lincoln Housing Commission
Meeting Minutes
February 1, 2016
Planning Office, 16 Lincoln Road**

Members Present: Diana Chirita, Chair, Sharon Antia, and Mary Sheldon

(Members unavailable: Peter Georgiou, Linda Conrad and Allen Vander Meulen)

Others Present: Pamela Gallup, Housing Consultant, Mary Day, Asst. Town Administrator and Elaine Carroll, Adm. Assistant

The meeting started at 7:00 p.m. Since there was not a voting quorum, the minutes will be approved at the next meeting. Due to conflicts, the next scheduled meeting will be Friday, March 11, 2016 at 8:00 a.m. in the Donaldson Room.

Informal Discussions:

Housing Consultant: Pam Gallup met with the members to go over what is needed in order to move forward with the Affordable Accessory Apartment Bylaw. Pam said the Planning Board met with Joel Bard and John Goldrosen to go over what changes would be needed in the Zoning Bylaw to accommodate an affordable accessory apartment program. Mr. Goldrosen was going to do up a draft bylaw by the first of Sept., but as yet he has not done so. This draft bylaw is needed before Pam can move forward. Pam said that Kathleen O'Donnell could also do it but the HC would need to pay her. Pam needs to know what the requirements will be in the bylaw, if the public will buy into it and send it to DHCD before the 2017 Town Meeting. It should go to DHCD as soon as possible since they have a big backlog. Right now all Pam can do is review documents to make sure that nothing has changed. Pam said the Town of Harvard has been approved and this is much more in line with what Lincoln wants, which means that when someone opts out of the program by withdrawing the deed restriction, there is no penalty. Other towns have penalties like no longer having the use of the apartment or having to go back to the ZBA for approval for the apartment. When the zoning bylaw draft is done, it goes first to the Planning Board to see if they like it or want changes, and then to DHCD. Pam will write up a chart of towns with accessory apartment bylaws and what each town requires and get a copy of the Harvard bylaw. She will come back to the March 11 meeting and will have the comparison chart by then.

Consultancy Needs: Diana said that Anne Dooley will be retiring from consulting and won't renew her contract with the HC after March. There is a list of tasks which need to be done including recertification for the tenants, new rents calculated before July 1. The letters should go out by the end of April in order to get the information back in time. The HC also needs to see where Anne is on the Lewis Street property.

Update on Future Projects: Sharon will be meeting with director of Wellmet on Thursday to see an example of the model in Cambridge for college students to live with mentally impaired individuals and see how it works. Ted Horn is coming back to the AHT to discuss another proposal. 65 Tower Road needs improvement and perhaps this property could be converted into more than one unit. The HC needs to send Gerry O'Doherty to look at what needs to be done there for renovations. The HC would still like to see if something can be done with the Ridge Road apartments.

At 8:20 p.m. the discussions ended.

Submitted by Elaine Carroll