

**Lincoln Housing Commission
Regular Meeting Minutes
March 5, 2019, 7:40 AM
Donaldson Room, 16 Lincoln Road**

Members Present: Keith Gilbert, Chair; Evan Gorman, Vice Chair; Diana Chirita, Bijoy Misra and Allen Vander Meulen

Also present: Elaine Carroll, Adm. Assistant

The meeting was called to order at 7:45 AM. Allen Vander Meulen made a motion to approve the minutes from the February 5, 2019 meeting as amended. Bijoy Misra seconded the motion. The vote to approve was unanimous.

COA – Transitional/Emergency Housing:

Diana and Keith will meet with Carolyn Bottum to go over how to proceed at Town Meeting. Keith sent a letter to Tim Higgins to ask him to check with Town counsel to make sure this is legal to use CPA funds for this purpose. It has been okay in other towns. Evan said this may have already been cleared by an attorney for the CPC. Evan will contact Eric Zimmerman to be sure he is prepared for questions about legality. If needed, Keith will introduce Carolyn at Town Meeting. Can the Selectmen be behind this as well? Keith will speak to James Craig about the Selectmen's support at tomorrow night's Housing Coalition meeting. This may not be necessary if the money for the COA is not questioned at Town Meeting.

Increasing Affordable Housing:

The members discussed the need to begin to discuss ways to increase affordable housing. How do we discourage the building of large houses and concentrate more on housing in the middle class range. Adjusting the tax rate to higher for large houses may discourage the building of larger houses. There will be a Housing Coalition meeting on March 6 and some of these items can be discussed at that time.

SLPIC:

Allen said the parking situation is coming along at the Lincoln Station area. The Parking Benefits District would use parking fees and parking tickets for improvements in the Lincoln Station Area. The Finance Committee does not like taking funds from Town money and others also pushed back from this idea. Another thought was to increase the rate for non-residents from \$3 a day to \$5 a day. We should be collecting \$75,000 a year when the parking lot is full but only getting about \$35,000 so not everyone is paying. There is an administrative cost of about \$20,000 a year so this has not been very profitable. They may go to the use of an automated system. The resident lot is not always being used by residents because the sticker is given out to residents for life and some may have moved.

HC Finance Review:

Bijoy is still concerned about the budget changing from month to month. Keith and Bijoy will meet and then speak with Veronica Phillips to get further clarification.

Tenant Updates:

The HC has still not heard back from the representative from Navien about the boilers at 75 Tower Road. Evan will contact Atlas to see about a service contract for all the units and an inspection of the heating systems in all

the units. The tenant at 75A Tower Road is not using his new electric heater because he is not comfortable with the unit.

Bills Paid:

Town of Lincoln for water bills for tenants - \$426.19; Byrnes Landscape for snow plowing - \$1,200.00, and Home Depot - \$188.80.

Meeting Schedule:

At 8:45 a.m., Keith Gilbert made a motion to adjourn the meeting. Bijoy Misra seconded the motion. The vote to approve was unanimous.

Submitted by Elaine Carroll