

approved  
10/10/17



Meeting Minutes for September 11, 2017; 6:00 PM, Carver Town Hall, Room 3

This meeting was videotaped for cable cast area 58, channel 15.

Attendees: William Sinclair; Johanna Leighton; Brian Abatiello; Bob Belbin; Savery Moore

Also in attendance: Michael Milanoski, Town Administrator

Absent:

This meeting was recorded!

Meeting opened by Mr. Abatiello at 6:00 PM

---

**Reorganization:**

Mr. Milanoski - Normally the meeting is tossed to the staff at the meeting until Chairperson is assigned. Mr. Belbin disagreed with Mr. Milanoski. Mr. Milanoski confirmed his assignment with review of regulations. As there is currently no Planning Director, that position reports directly to Mr. Milanoski.

**Nominations for chairmanship:**

*Motion to nominate Will Sinclair to the position of Chairman of the Carver Redevelopment*

*Authority: Ms. Leighton*

*Second: Mr. Abatiello*

## Discussion:

Ms. Leighton – In April, we weren't organized and had a write in. We didn't have a lot of correspondence. Will took a good hand in what was going on. Will should continue but I hope that we are all included in any future meetings. Mr. Abatiello– I agree. The organization was run by the town and kept in the dark. I was told to keep silent at meetings. This board needs a new beginning. Mr. Belbin – Under the officers, it says the secretary is Executive Director? Mr. Milanoski – I would be the Executive Director, there is no Planning Director and the Planning Director reports to me. Mr. Milanoski further clarified by reviewing regulations. Mr. Milanoski – I look forward to having this organization run with and by inclusion. I am still going to be involved to help and will make sure that everything is shared with everyone.

Roll Call for appointment of Will Sinclair as Chairman - Mr. Abatiello – Yes; Ms. Leighton – Yes; Mr. Moore – Yes; Mr. Belbin – No

*Motion to appoint Will Sinclair as Chairman of the Carver Redevelopment Authority:  
Approved (3-1-1)*

## Nominations for Vice Chairman:

*Motion to appoint Savery Moore as Vice Chairman of the Carver Redevelopment Authority:  
Ms. Leighton  
Second: Mr. Belbin*

## Discussion:

Ms. Leighton – Mr. Moore is a retired man and will hopefully be able to follow the chairman. Mr. Belbin – Do you want the position? Mr. Moore – Yes, I think it's a great place to learn. Will and I have worked together in the past.

*Motion to appoint Savery Moore as Vice Chairman of the Carver Redevelopment Authority:*  
*Approved: Unanimous (4-0-1)*

**Nominations for Treasurer:**

*Motion to appoint Johanna Leighton as Treasurer of the Carver Redevelopment Authority:*  
*Mr. Abatiello*  
*Second: Mr. Moore.*

**Discussion:**

Mr. Abatiello– Johanna has the time as she is retired and she has served in this position before. Mr. Sinclair – Do you want it? Ms. Leighton - Yes

*Motion to appoint Johanna Leighton as Treasurer of the Carver Redevelopment Authority:*  
*Approved Unanimous (4-0-1)*

**Nominations for Secretary**

*Motion to appoint Bob Belbin as Secretary of the Carver Redevelopment Authority: Ms.*  
*Leighton*  
*Second: Mr. Moore*

*Motion to appoint Bob Belbin as Secretary of the Carver Redevelopment Authority: Approved*  
*Unanimous (4-0-1)*

**Nominations for Assistant Treasurer**

*Motion to nominate Brian Abatiello as Assistant Treasurer: Mr. Belbin*

*Second: Ms. Leighton*  
*Approved: Unanimous (4-0-1)*

### **Executive Director position**

Mr. Sinclair - What is the pleasure of the Board do we need an Executive Director Position? General consensus was yes. Mr. Belbin – I don't feel that the Town Administrator should be in this position. Mr. Milanoski – All the decisions are still made by the board. Mr. Belbin - We need to have a step away from the town. Mr. Sinclair – In the interim I think we should have one. Especially with the URP. He / She would get this information to us faster. I agree that the Executive Branch should not be in this position. We need to be able to work close with the town. Right now, we just need to vote to have the position as the town does not currently have a Planner. After that vote, we could look at who should be in that position.

*Motion to authorize this Board to have an executive director: Ms. Leighton*

*Second: Mr. Abatiello*

*Approved: Unanimous (5-0)*

Mr. Sinclair - Nominations for Executive Director – Currently, Mr. Milanoski is operating in this position and has been doing a good job so far. What's the pleasure of the Board?

*Motion to appoint Mike Milanoski as Interim Executive Director: Ms. Leighton*

*Second: Mr. Moore*

### **Discussion:**

Mr. Abatiello– I agree with Mr. Belbin but feel it's in the best interest to keep going as is. Are there any applicants? Mr. Milanoski – Yes, we are reviewing. Mr. Belbin – I think the Planning Board and Redevelopment Authority should be part of the process for hiring a new director. Mr. Milanoski – I will take that under advisement – normally I have a group of people involved in this process. We go through the list and bring in a pool of them and have a round table discussion. Committees and staff members are encouraged to provide feedback.

**Code of Conduct:**

Mr. Sinclair – This was adopted by the Board of Selectmen and states how members should act as representatives of this board and community. I think it's a good policy. Since its been in place by the Board of Selectmen, their meetings are running much more smoothly. Mr.

Milanoski – Are you proposing the same language for this board? Mr. Sinclair – I am not looking for a vote today; just review this and we can revisit at the next meeting. Mr. Belbin – I have some questions -

1B – I believe as an elected member that I have the right to not do something that I disagree with morally or ethically. Are there repercussions?

2B – I believe I have a right to go to a public request.

3B -

E – If there is something said or done that affect state law, we should have the right to do that. What are the repercussions? Mr. Abatiello– I think it is just saying to be careful of what you say and to assign a “voice” for the board. Mr. Belbin – If something was done that violates state law, someone should say something. Mr. Milanoski – State law trumps this document. This is to prohibit any undermining based on the boards vote. Mr. Belbin – The boards can make a decision, but I can disagree with it. Mr. Sinclair – I can do that as a citizen of the USA but have a problem when there is fabrication. Mr. Abatiello– You should not speak negatively about any board members. Mr. Belbin – I am not trying to be destructive; I don't want to be limited by this code of conduct. Ms. Leighton – Are you going to discuss members of this board? Once a vote is taken are you going to abide by the vote? Mr. Belbin – If a subject matter comes before this board that I don't like, I will say it. If someone asks me about it, I will talk about it.

4B – Do we need it?

4D – Do we need it?

Mr. Sinclair – We can tailor this document specifically for this board. This community has done a lot in the past that reflects on the future. It is our duty to make sure the URP moves in the direction that was approved. Mr. Moore – There is a renewed need for transparency. Based on that, this board should ask why, when there is a disagreement. At that point, whomever disagreed can get it on record which would eliminate the need to discuss somewhere else. Mr. Sinclair – The bloggers code of conduct. You should go through it for discussion on the next agenda.

#### **By-Laws:**

This is an informational item for new members. Ms. Leighton – When Mr. Hunter was the planning director, this is the version that was created in 2006.

#### **Update – Town Administrator on town activities related to Route 44 / URP Site meeting by Johanna Leighton:**

Mr. Milanoski – Activities update – I have been working with the developer for the last 6 months, as well as meeting with state and federal officials. I am asking you to look at the possible 1<sup>st</sup> eminent domain taking. As you know, Route 44 Development purchased the Tassinari property located at 12 Montello Street a few months ago. There was a title issue with a 5,231 sq. ft. parcel, which was included in their overall parcel. Rather than hold up the closing, we purchased the property. Our title expert advised us that the best way to clear up the title issue is to have the CRA do a taking. I have attached a copy of a letter from the Tassinari's which shows they are in agreement with and support the Carver Redevelopment Authority's decision to take this parcel and they will not seek any compensation in connection with the same. The developer is asking for the RDA to come in and clear the title for said property. At a future meeting I would suggest having the developer come in for discussion.

VHB is main consultant for MEPA report. The planning process will cost the developer, in excess of 100K. They have been working through the scope of work and hope to file MEPA report by the end of this calendar year. There is really not a lot of activity for the RDA until then. They have hired engineers to review water; delineated wetlands and options for better egress on the land. This will then go to the state.

Federal Meeting – We may need to apply for some state and federal grants – Department of Congress (EDA). As part of this will help prioritize projects in town. SRPEDD was asked about infrastructure work. I asked SRPEDD to put together scope of work; on behalf of the town to start putting together the grant application. (A copy of agreement was distributed to the board members.) The developer will pay for these services (not to exceed 65K). Ms. Leighton – This committee was represented at the site. Mr. Sinclair – I want to clarify that in Ms. Leighton's notes, I was not an RDA committee member at that time. Ms. Leighton – In my statement, I noted that the grant could be between \$1 and \$2 million, which is very impressive to me. Mr. Belbin – With regards to the Eminent Domain – it states we are taking it for \$1. Don't we have verbiage that states it has to be a certain price. Mr. Milanoski – What you are referring to is the taking of one property to another. This is the property that was sold and is not a transfer. Mr. Abatiello– I understand it to be that it has to have money exchanged. Mr. Milanoski – Yes, the developer already paid fair market value. Mr. Belbin – I would feel better if it says that in the agreement. All agreed that it would be better to say that in the agreement. Mr. Sinclair – Who assumes cost? Map of taking? Actual Value? Mr. Milanoski – Should there be any takings, the developer puts up 1 ½ times the value in addition to putting up all his property as collateral. The town is protected. Mr. Sinclair – anyone with any questions? Mr. Abatiello– In the future, will you be doing an invite? Mr. Milanoski – I don't anticipate the need in the near future. If it does happen, I will make sure the word gets out to the entire board.

### **Change of order – Treasurers Report first**

*Motion for change of order as funds need to be transferred prior to paying bills: Mr. Belbin*

*Second: Mr. Abatiello*

*Approved: Unanimous (5-0)*

### **Bills Payable:**

:

Valerie Varrasso: Preparation of 2015-2016 Comparative Financial Statements

*Motion to pay Valerie Varrasso, the sum of \$300: Mr. Belbin*

*Second: Mr. Abatiello*

*Approved: Unanimous (5-0)*

**Treasurer's Reports / Rockland Trust Audit / Letter from Rockland Trust:**

Report – This report is for Jan – August 2017. Check #1222 is a void. The bank was going to charge us a \$25 fee for a stop payment but Will was able to work with them resulting in no charge. In July we created replacement check #1223 and Hayes Development cashed the check on 7/26.

The balances, in the following accounts, are as of August 31, 2017.

- Checking - \$ 279.19
- Urban Renewal Plan Account - \$ 3613.64
- Savings Account - \$ 27101.47

Savings interest YTD is \$18.26

Urban Renewal interest YTD is \$1.05

We will need to move money in order to pay Valerie Varrasso, as the checking account is current balance of \$279.19 is insufficient. Mr. Belbin – You should transfer \$2000 just for a reserve for future bills. The board was in agreement.

*Motion transfer \$2,000 from saving to checking account: Mr. Belbin*

*Second: Mr. Moore*

*Approved: Unanimous (5-0)*



6:59 – Mr. Milanoski departed.

*Motion to accept treasurers report: Mr. Belbin*

*Second: Mr. Abatiello*

*Approved: Unanimous (5-0)*

Rockland Trust Audit – Valerie did the auditing report. She did a comparison with 2015 and 2016. You should pay attention to the 3<sup>rd</sup> page which is general information. She talks about assets, liabilities. Important to note. "Upon completion of plan the remaining funds will be transferred to RTE 44 Dev." She also noted that \$4700 is due to the RDA from the Town of Carver for 2018. Mr. Sinclair - \$4700 was the second payment to be paid back on the initial design plans on the school. It has not been reimbursed to the RDA. Mr. Milanoski is aware of this. Mr. Belbin – We do have property for sale and we could do a separate agreement to include this. Mr. Sinclair – I don't think we can do it based on the initial agreement; we can check on this. Mr. Belbin – It has to be through the Board of Selectmen. Changing the MOU might help this.

*Motion to accept the audit as written: Mr. Belbin*

*Second: Mr. Abatiello*

*Approved: Unanimous (5-0)*

Letter from Rockland Trust - We have a new contact at the bank - Janine. Previous contact has retired. A while ago, I requested they push the audit out which they did, to December. I have now requested we go back to April. The interest rate has gone up, effective June 15.

### Minutes:

*April 10, 2017*

*Motion to approve meeting minutes from April 10, 2017, as recorded: Ms. Leighton*

*Second: Mr. Abatiello*

*Approved: Unanimous (3 -0-2)*

***March 23, 2015, Executive Session***

*Motion to approve meeting minutes from March 23, 2015, as recorded: Ms. Leighton*

*Second: Mr. Abatiello*

**Discussion:**

Mr. Belbin – McLaughlin – Line 2 should be zero not zeroe. Is there anything in here that hasn't already been put out that shouldn't be put out? Mr. Sinclair – No, the URP has been approved by the state. We are just waiting on MEPA.

*Approved: Unanimous (3-0-2)*

***June 27, 2017, Joint meeting of the Board of Selectmen / Redevelopment Authority***

*Motion to approve meeting minutes from June 27, 2017, as recorded: Mr. Belbin*

*Second: Ms. Leighton*

*Approved: Unanimous (3-0-2)*

**Correspondence:**

Mr. Abatiello– In the past we have had some exclusivity with discussion. The board was not as inclusive. This should be for us to share our ideas. When we reorganize, the Chairman can decide whether to keep it on the agenda.

Mr. Sinclair – Brenda Titus has the property on 94 Forest Street. She is suggesting that we lower it to peak interest as there is no activity. Currently at \$210,000. She suggested \$180,000. I feel that is a large drop. She indicated that before we took it off the market it was listed at \$200K. Mr. Moore – How big is the property? Mr. Belbin - Just under an acre. Ms. Leighton – We went through an expense of \$2K to have a survey done as there was an issue with assessors office. It is shovel ready. Mr. Sinclair – There was a potential buyer who made an offer. He is my landlord where I rent space from. The offer was about \$170K. What does the board think about lowering the asking price? Mr. Belbin – On the MOU is there any lowest price listed? Mr. Sinclair - No. Mr. Belbin - The parcel beside it is going for \$750K for 6 acres with no action. There are other activities going on in the area with the new medical facility that could have some other business opportunities to tie off to that. We have Corvette Mikes now, too. I think it's premature right now to drop the price. Ms. Leighton – It's not costing us anything. Mr. Sinclair – We are in to September. Realtor runs for 6 months at a time. Maybe we should take it off until the spring. Mr. Moore – is there any harm with leaving it on the market? Mr. Belbin – I think when it's on for too long it lower perceptual value. If we put it out for \$201K, any offer should be done in Executive Session. The board is in agreement. Mr. Sinclair – This will be on the next agenda.

#### **Members Comments:**

Mr. Abatiello – I would like to welcome all new and returning members. It's good to see five members on this board. Mr. Belbin – I offered a suggestion to the Board of Selectmen and I am offering to you as well. If there is an issue, they should be directed to the chairman before it goes anywhere else. Mr. Moore – This should be added to the code of conduct for this board.

#### **Next Meeting: October 10, 2017 at 6:00 PM**

*Motion to hold our next meeting on October 10, 2017 at 6:00 PM: Mr. Belbin*

*Second: Mr. Moore*

*Approved: Unanimous (5-0)*

**Adjournment:**

*Motion was made to adjourn this meeting was made at 7:33 PM: Mr. Belbin*

*Second: Ms. Leighton*

*Approved: Unanimous (5-0)*

Exhibits□

A: Agenda

B: Treasurer's Report