

appraised  
10/16/18



Meeting Minutes for September 18, 2018; 6:00 PM, Carver Town Hall, Room 3

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

Attendees: William Sinclair, Chairman; Bob Belbin; Savery Moore; Johanna Leighton; Sharon Clarke

Also in attendance: Stephen Cole, Planning Director; Michael Milanoski – Town Administrator

Absent:

Meeting opened by Mr. Sinclair at 6:01 PM

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Forest Street Update:

Mr. Sinclair – We discussed at our last meeting what we were going to do with appraisals. I asked Stephen to follow up. Mr. Cole – I have not received anything yet. Mr. Sinclair – After we get appraisal, we need to bring it back here.

Chairman Update:

- URP – We had a site visit, Sharon and Johanna came out. I thought it was a very good visit. Anytime we want to go out there; we just need to let them know. They have done a great job clean up and bringing in fill. It was informative on the MEPA and Environmental Impact study. I asked if they could come in to one of our meeting after all that is done; this meeting would be exclusively for URP. I also think it would be good to have a meeting with the Board of Selectmen. Ms. Leighton – SRPEDD- Debra Bevin, Economic Development Specialist from the state suggested that a proposal be done for roadway improvements and infrastructure. Ms. Leighton handed out notes from meeting (see circled – area on handout) Mr. Cole – The discussion of grants did come up but they weren't at that point yet. Mr. Belbin – I wasn't at the site visit; I understand that there was a communication error. I don't feel it should have happened without posting on the website. There was also discussion at the site which shouldn't have happened. Mr. Sinclair – I did try to reach out to you. I know you are not happy with the way it went and I agree with you. Mr. Belbin – In the future, you shouldn't have it with the entire board. Mr. Sinclair – As long as there is a quorum we should be able to have it. Mr. Belbin – I don't see anything on the website. Ms. Clarke – I saw it posted under Minutes and Agendas. Mr. Moore – How do you gather information without asking questions? Mr. Belbin – All notes from site visit should be brought back to the meeting. Mr. Sinclair – I feel we had a quorum and received information at the site visit. If you would like to take it further, you may. Mr. Belbin verified that it was posted but under RDA and not on main calendar.

Mr. Cole – Mass.gov – Page 4 of open meeting law. "Members may not deliberate; which we did not.

- Roberts Way, Demo of building – I do not know the status of that. Last I heard, it was sent upstairs and was in the works with Building and Grounds. Mr. Moore – Has Eversource disconnected? Mr. Sinclair – Not sure. Mr. Milanoski – This is in process; it is on the schedule. Mr. Belbin – Email between a quorum of members is an issue; we can't do that. If it's not a quorum, it's fine.
- Roberts Way – Request to meet with TOPS – We sent a formal letter to the Selectmen's office. I do not believe there is an agenda yet. I will let you know when they do.

#### Members Comments:

- Johanna Leighton -
  - Update for outstanding monies owed to RDA – I had a conversation with Mike regarding when I could put it on the calendar. Mike's response is that budget requests go out in September; it is now September. Mr. Milanoski – we are in our 4-step budget process; budgets are due in the Selectmen's office. This has been submitted. These funds will probably come out of free cash. Mr. Sinclair – Anything else that we have to do? Mr. Milanoski – No, but someone will have to provide history of this. Mr. Belbin – Why do we have to go through the budgeting process? Mr. Milanoski – That is because it is not an outstanding bill. Mr. Sinclair – This is a joint effort for future school project; knowing that we would get it back at town meeting.
  - Update for line of credit from Rockland Trust – We got some information back. They have agreed to renew to April 30, 2019. There is a slight increase in interest rate. I will be asking Valerie to work with me again this year.
- Will Sinclair -
  - Discussion of other projects – Ms. Leighton – I know we've been focused on the URP; I am on the local housing partnership. I would like to start it up again and to start working with the RDA. Ms. Clarke suggested that we have a 5-year plan with strategies for the next 5 years. "Back on the Roll" report in Massachusetts may be a resource. Mr. Sinclair – Have you reestablished the partnership? Ms. Leighton – not yet. Mr. Milanoski – This would be through the CPC as we would be looking for affordable housing. What is the vision? It may be that the RDA wants to have a strategy session to look at the future. There are many housing groups to look at; you need to figure out who the right partners are. Ms. Leighton handed out the mission for the Local Housing Partnership. Mr. Milanoski – Do the members have to get reappointed? Ms. Leighton – I don't know, it was continual with Jack Hunter from 2008-2014, when Jack left. Mr. Milanoski – I will check on that; all committee members have a term. Ms. Leighton – We would need a consultant to work with us. Mr. Milanoski – I think this would need to be a partnership with CPC. From the RDA standpoint it would be separate and distinct. The RDA would still work on their 5-year plan. Mr. Belbin – Based on the minutes of 6/15/15 – the Local Housing Partnership reorganized.
  - Mr. Belbin – Plymouth/Gate Street – There is a parcel that could possibly accommodate a house. Ms. Leighton – I believe that belongs to the Town; they mow it. On the URP – We didn't get the Environmental Impact Plan in time to read the document (very lengthy). This has been submitted to the State already;

after looking at it, I have some questions of some of the plans that were never brought to us. Mr. Sinclair – My understanding is that this is all conceptual. Mr. Belbin – They did put in a couple of options; if this happens, I am concerned about traffic. Mr. Sinclair – This is all part of the MEPA process. Mr. Belbin – I wish we could have had time to look at it. Mr. Sinclair – They are the preferred developer and they are spending big money on experts to help determine impacts, etc. They looked at traffic impacts all the way down to Meadow Street and all the way to Middleboro on Route 44. They have to prove what the impacts will be. Mr. Milanoski – The draft Environmental Impact Report or the final Environmental Impact Report is not something that requires approval, locally. The Board or individual can put in comments, but it is not for us to approve. Mr. Belbin – I would have liked to have gotten it sooner. There were other meetings within the town that we should have been informed on. We were never notified; we are supposed to be overseeing this. If we knew, maybe someone could have gone. Ms. Leighton – I think that's a good idea. When we were having our meetings, Marilyn reminded us to keep informed. Mr. Sinclair – The Planning Board Meetings were posted and open to the public. Ms. Leighton – Are the comments still available? Mr. Belbin – For the draft they expired but were reopened until the 7<sup>th</sup>. I did make comments as an individual. Mr. Moore – Is there an opportunity to modify things on a local level? Mr. Sinclair – After the MEPA process, they will come before the local boards for the permits, etc. Mr. Milanoski – The details will be done through the Planning Board, Conservation, etc. This is just a broad overview.

#### Treasurer's Reports:

The balances, in the following accounts, are as of **August 31, 2018**.

- Checking - \$ 829.19
- Urban Renewal Plan Account - \$ 3014.87
- Savings Account - \$25154.36

Savings interest YTD is \$44.45

Urban Renewal interest YTD \$0.70

*Motion to approve the July-Sept Treasures Report as written: Mr. Belbin*

*Second: Mr. Moore*

*Approved: Unanimous (5-0)*

#### Minutes:

*May 29, 2018 –*

Discussion:

Ms. Leighton reviewed changes that were discussed at the last meeting. An updated copy will be provided.

*Motion to approve minutes for May 29, 2018, with amendments: Ms. Leighton*

*Second: Mr. Belbin*

*Approved: (5-0)*

*June 19, 2018 -*

Discussion:

Mr. Belbin requested his name be identified on the motion.

*Motion to approve minutes for June 19, 2018, with amendments: Mr. Belbin*

*Second: Ms. Leighton*

*Approved: (5-0)*

*July 17, 2018 -*

*Motion to approve minutes for July 17, 2018, as written: Mr. Belbin*

*Second: Mr. Moore*

*Approved: (5-0)*

**Next Meeting:**

*Motion to have the next Redevelopment Meeting on October 16, 2018 at 6:00 PM: Mr. Moore*

*Second: Mr. Belbin*

*Approved: Unanimous (5-0)*

**Adjournment:**

*Motion was made to adjourn this meeting at 6:57 PM: Mr. Belbin*

*Second: Mr. Moore*

*Approved: Unanimous (5-0)*

**Exhibits**

A: Agenda

B: Treasurers Report

C: RDA / Michael Milanoski Email – Repayment

D: Rockland Trust – Line of Credit Renewal

E: Mission Statement – Carver Local Housing Partnership

F: Site Meeting Notes from July 18, 2017



108 Main St, Carver, MA 02330

**PUBLIC MEETING NOTICE**  
POSTED IN ACCORDANCE WITH THE PROVISIONS OF M.G.L. CHAPTER 30A,  
SECTION 20B

**CARVER REDEVELOPMENT AUTHORITY**

**Tuesday, September 18, 2018**  
**6:00 pm**  
**Carver Town Hall Room #3**

**AGENDA**

1. Forest Street-Update
2. Chairman Update:
  - URP
  - Roberts Way demo of building
  - Roberts Way request to meet with TOPS
3. Members Comments:
  - Update for outstanding monies owed to RDA-Johanna
  - Update for line of credit from Rockland Trust-Johanna
  - Discussion on other projects
4. Treasurer's Report/Bills Payable
  - Minutes: May 29, 2018 , June 19, 2018 & July 17, 2018
  - Next meeting



# Treasurer's Report - July 2018

Post Date	Check Number	Description	Checking Account	Savings Account	Principal Loan Account	Interest Loan Account	Carver Urban Renewal Plan Account
Balance 12/31/2017			\$ 1,679.19	\$ 25,109.91		\$	\$ 3,614.09
1/11/2018	1229	Susan Hannon - Minutes/Sectry	(75.00)				
1/31/2018		Interest on MM		2.34			0.09
Balance 1/31/2018		Interest on CURplan	\$ 1,604.19	\$ 25,112.25	\$ -	\$ -	\$ 3,614.18
2/14/2018	1230	Susan Hannon - Minutes/Sectry	(75.00)				
2/14/2018	1231	Susan Hannon - Minutes/Sectry	(75.00)				
2/28/2018		Interest on MM		4.82			0.08
2/28/2018		Interest on CURplan					
Balance 2/28/2018			\$ 1,454.19	\$ 25,117.07	\$ -	\$ -	\$ 3,614.26
3/23/2018	1232	Susan Hannon - Minutes/Sectry	(75.00)				
3/30/2018		Interest on MM		5.68			0.09
3/30/2018		Interest on CURplan					
Balance 3/31/2018			\$ 1,379.19	\$ 25,122.75	\$ -	\$ -	\$ 3,614.35
4/19/2018	1234	Valerie Donovan	(325.00)				
4/30/2018		Interest on MM		6.19			0.09
4/30/2018		Interest on CURplan					
Balance 4/30/2018			\$ 1,054.19	\$ 25,128.94	\$ -	\$ -	\$ 3,614.44
5/24/2018	1233	Susan Hannon - Minutes/Sectry	(75.00)				
5/31/2018		Interest on MM		6.40			0.09
5/31/2018		Interest on CURplan					
Balance 5/31/2018			\$ 979.19	\$ 25,135.34	\$ -	\$ -	\$ 3,614.53
6/29/2018	1235	Susan Hannon - Minutes/Sectry	(75.00)				
6/29/2018		Interest on MM		6.20			0.09
6/29/2018		Interest on CURplan					
Balance 6/30/2018			\$ 904.19	\$ 25,141.54	\$ -	\$ -	\$ 3,614.62
7/19/2018		Transfer to Ckng - Comprhvsive Environ					(600.00)
7/19/2018		Deposit from CURplan	\$ 600.00				
7/24/2018	1237	Comprhvsive Environ Inc	(600.00)				
7/31/2018		Interest on MM		6.41			0.09
7/31/2018		Interest on CURplan					
Balance 7/31/2018			\$ 904.19	\$ 25,147.95	\$ -	\$ -	\$ 3,014.71

Interest PD YTD	Renewal Plan Account
\$ 38.04	Interest PD YTD
	\$ 0.62



**Treasurer's Report - August - September 2018**

<u>Post Date</u>	<u>Check Number</u>	<u>Description</u>	<u>Checking Account</u>	<u>Savings Account</u>	<u>Principal Loan Account</u>	<u>Interest Loan Account</u>	<u>Carver Urban Renewal Plan Account</u>
<b>Balance 12/31/2017</b>			\$ 1,679.19	\$ 25,109.91		\$	3,614.09
1/11/2018		1229 Susan Hannon - Minutes/Sectry	(75.00)				
1/31/2018		Interest on MM		2.34			
1/31/2018		Interest on CURplan					
<b>Balance 1/31/2018</b>			\$ 1,604.19	\$ 25,112.25	\$ -	\$ -	3,614.18
2/14/2018		1230 Susan Hannon - Minutes/Sectry	(75.00)				
2/14/2018		1231 Susan Hannon - Minutes/Sectry	(75.00)				
2/28/2018		Interest on MM		4.82			
2/28/2018		Interest on CURplan					
<b>Balance 2/28/2018</b>			\$ 1,454.19	\$ 25,117.07	\$ -	\$ -	3,614.26
3/23/2018		1232 Susan Hannon - Minutes/Sectry	(75.00)				
3/30/2018		Interest on MM		5.68			
3/30/2018		Interest on CURplan					
<b>Balance 3/31/2018</b>			\$ 1,379.19	\$ 25,122.75	\$ -	\$ -	3,614.35
4/19/2018		1234 Valerie Donovan	(325.00)				
4/30/2018		Interest on MM		6.19			
4/30/2018		Interest on CURplan					
<b>Balance 4/30/2018</b>			\$ 1,054.19	\$ 25,128.94	\$ -	\$ -	3,614.44
5/24/2018		1233 Susan Hannon - Minutes/Sectry	(75.00)				
5/31/2018		Interest on MM		6.40			
5/31/2018		Interest on CURplan					
<b>Balance 5/31/2018</b>			\$ 979.19	\$ 25,135.34	\$ -	\$ -	3,614.53
6/29/2018		1235 Susan Hannon - Minutes/Sectry	(75.00)				
6/29/2018		Interest on MM		6.20			
6/29/2018		Interest on CURplan					
<b>Balance 6/30/2018</b>			\$ 904.19	\$ 25,141.54	\$ -	\$ -	3,614.62
7/19/2018		Transfer to Ckng - Comprhnsive Environ					
7/19/2018		Deposit from CURplan	600.00				
7/24/2018		1237 Comprhnsive Environ Inc	(600.00)				
7/31/2018		Interest on MM		6.41			
7/31/2018		Interest on CURplan					
<b>Balance 7/31/2018</b>			\$ 904.19	\$ 25,147.95	\$ -	\$ -	3,014.71
8/31/2018		Interest on MM		6.41			
8/31/2018		Interest on CURplan					
<b>Balance 8/31/2018</b>			\$ 904.19	\$ 25,154.36		\$	3,014.79
9/6/2018		1236 Susan Hannon - Minutes/Sectry	(75.00)				
<b>Balance 9/30/2018</b>			\$ 829.19	\$ 25,154.36		\$	3,014.87

<u>Interest PD YTD</u>	<u>Renewal Plan Account</u>
\$ 44.45	<u>Interest PD YTD</u>



Treasurer's Report -August -September 2018

<u>Post Date</u>	<u>Check Number</u>	<u>Description</u>	<u>Checking Account</u>	<u>Savings Account</u>	<u>Principal Loan Account</u>	<u>Interest Loan Account</u>	<u>Carver Urban Renewal Plan Account</u>
						\$	0.70



Michael Milanoski <michael.milanoski@carverma.org>

7/18/2018 7:35 PM

## RE: RE: Johanna Leighton - RDA repayment from town

To Johanna Leighton <jmleighton@comcast.net> • Meg LaMay <meg.lamay@carverma.org> Copy  
Will Sinclair <sinclairelectric.ws@gmail.com>

Budget request go out in September

Michael R. Milanoski  
Town Administrator  
Town of Carver  
108 Main Street  
Carver, MA 02330  
[www.carverma.org](http://www.carverma.org)  
508.866.3401

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**From:** Johanna Leighton <jmleighton@comcast.net>  
**Sent:** Wednesday, July 18, 2018 5:53:06 PM  
**To:** LaMay, Meg; Milanoski, Michael  
**Cc:** Will Sinclair  
**Subject:** RE: RE: Johanna Leighton - RDA repayment from town

Ok, I'll make a note on my RDA calendar for next year. What month should I be putting in that note on my RDA calendar to ensure you include the two amounts in the towns budget before going to town meeting?

Thanks,  
--Johanna Leighton

On July 18, 2018 at 5:34 PM Milanoski, Michael wrote:

To all this year in June we did not have extra funds to transfer.

Michael R. Milanoski  
Town Administrator  
Town of Carver  
108 Main Street  
Carver, MA 02330  
[www.carverma.org](http://www.carverma.org)  
508.866.3401

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**From:** Johanna Leighton <jmleighton@comcast.net>  
**Sent:** Wednesday, July 18, 2018 5:33:03 PM  
**To:** LaMay, Meg  
**Cc:** Will Sinclair; Milanoski, Michael  
**Subject:** Fwd: RE: Johanna Leighton - RDA repayment from town

Hi Meg;

I did resend this email to the TA in June but with no response to date. We had a RDA meeting last night and as treasurer, I told the members I would write to you for your response.

The details of reimbursement are below.

Please let me know your findings/resolve.

Thanks,  
 —Johanna Leighton  
 Treasurer, RDA

----- Original Message -----

From: Milanoski, Michael  
 To: Johanna Leighton <jmleighton@comcast.net>  
 Cc: Will Sinclair <sinclairelectric.ws@gmail.com>, LaMay, Meg  
 Date: March 25, 2018 at 1:51 PM  
 Subject: RE: Johanna Leighton - RDA repayment from town

Johanna,

It feel through the cracks this year as budget process started back in the fall and ended in January and we all just forgot. That being said remind me in June and we may have funds we can transfer to help with this but won't know until June. Also, next fall kindly remind us so we can include in the budget process. I've copied Meg on this as well.

Michael R. Milanoski  
 Town Administrator  
 Town of Carver  
 108 Main Street  
 Carver, MA 02330  
[www.carverma.org](http://www.carverma.org)  
 508.866.3401

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**From:** Johanna Leighton <jmleighton@comcast.net>  
**Sent:** Sunday, March 25, 2018 1:48:49 PM  
**To:** Milanoski, Michael  
**Cc:** Will Sinclair  
**Subject:** Johanna Leighton - RDA repayment from town

Mike;

I am writing to you to ask the status of the below reimbursements to the RDA. As an FYI, project tracking report was on our agenda and I walked the members thru the tracking. I asked the chairman if he had any indication if this reimbursement will be coming to the RDA upon the acceptance of the budget at town meeting. The chairman did not know .....so I as treasurer would like to know the status of these two reimbursements totaling \$8,700.00.

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Project Status ACTIVE as of  
 2016

2015 - 2016 (2013 - Municipal Site Review: Fire, Police, School)	Paid	Date	Reimbursement	\$9,700.00
Town Reimburse - Collins Center Project	\$5,000.00	9/23/2015	FY2016	
balance to come from town	\$4,700.00		FY2018	
letter sent 4/2017 to TA for \$\$			Total due to RDA	\$4,700.00

Project Status ACTIVE as of 2016

2015 - 2016 Carver Master Plan (SRPEDD end date December 2016)	COMMITMENT	\$11,000.00
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	Paid	Date
Carver Business (BDC)	\$3,000.00	8/18/2015
RDA pd SRPEDD	-\$3,675.56	9/20/2016
RDA pd SRPEDD	-\$948.88	12/9/2016
balance to come from town	\$4,000.00	FY2018
RDA pd SRPEDD	-\$764.58	4/19/2017

letter sent 4/2017 to TA for \$\$	Total due to RDA	\$4,000.00
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Thanks,  
--Johanna Leighton



Where Each Relationship Matters

July 24, 2018

Carver Redevelopment Authority  
C/O Johanna Leighton  
4 Wenham Shores Drive  
Carver MA 02330-1032

RE: Renewal of Your Line of Credit No. #3919500 originally dated April 23, 2009 in the maximum amount of \$30,000.00.

Dear Ms. Leighton:

We are pleased to inform you that Rockland Trust Company (the "Bank") has agreed to renew the above referenced line of credit to April 30, 2019 (the "Extended Credit Expiration Date").

Prior to the Extended Credit Expiration Date, but subject to the documents governing your line of credit, you may continue to utilize the line of credit for your borrowings. All other terms and conditions of the line of credit documents, including interest and any other terms of payment, and all security and guarantees, shall remain in full force and effect. All references in said line of credit documents to the "Credit Expiration Date" shall be deemed to refer to the Extended Credit Expiration Date.

Unless the line of credit is further renewed by a communication in writing from the Bank to you prior to the Extended Credit Expiration Date, your ability to borrow under the line of credit will expire on the Extended Credit Expiration Date.

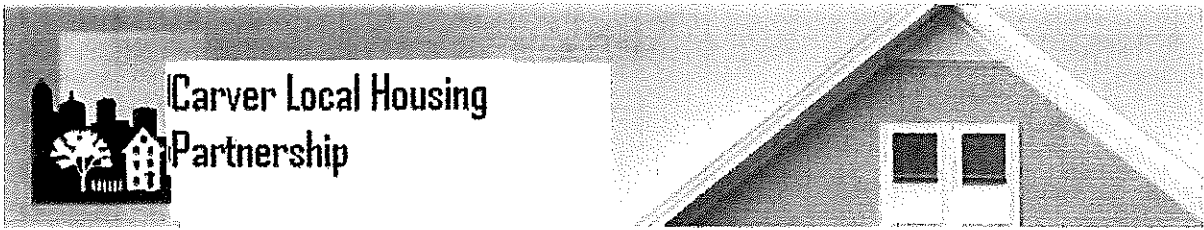
This letter supersedes all prior oral and written agreements or discussions between the Borrower and the Bank concerning the line of credit. No officer of the Bank or other person is authorized to make any oral extensions or other commitments in respect to this line of credit. This letter represents the maximum scope of the extension of the line of credit provided to the Borrower by the Bank.

We appreciate the opportunity to continue to do business with you.

Sincerely,

ROCKLAND TRUST COMPANY

Adrian L. Rawn  
Vice President  
20 Davis Straits  
Falmouth, MA 02540



108 Main Street  
Carver, Ma 02330

## Meetings January – December 2014

### Mission Statement

In 2008, the Board of Selectmen established the Carver Local Housing Partnership as the permanent committee responsible for overseeing affordable housing issues in Carver. The Housing Partnership has been designated as the municipal entity responsible for coordinating the implementation of the Housing Plan, and this Implementation Plan represents a critical step forward in this endeavor on the part of the Partnership.

### Officers of the Local Housing Partnership

Bruce Maki, Chair  
Zachary Swain, Vice Chair  
Reverend Bob Merritt  
Johanna Leighton  
Donna Fernandes  
Cherie Poirer  
Steve McCormack

JUNE 2015  
↓  
2YR TERM  
WE HAVE TO BE  
REAPPOINTED

### Advisor to the board

Jack Hunter, Town Planner



URP site meeting on July 18, 2017 called by Michael Milinowski for a possible grant to assist in infrastructure i.e. underground utilities, roads, boost water pressure, etc.

SREPPD – Don Sullivan contacted Mike to bring in Debra Beavin Economic Development Specialist as the Massachusetts Representative.

Mike invited Will Sinclair (RDA), Johanna Leighton (RDA), Bruce Hasilela (engineer for property owners). In attendance also was Don Sullivan and Debra Beavin.

Will opened the site meeting with a review going as far back as 2008 to current. Debra asked what was the stage from the Planning Board and Will stated 3months, 2<sup>nd</sup> Phase permit from the Planning Board.

Bruce then took over with large site maps of the area today without buildings and the other map showing the potential 3 buildings proposed. Also the top right portion of the plan was carved down to exclude those properties the RDA had withdrawn from the plan.

Mike stated that he had been in to Boston to see DHCD and that the site could possibly have the MEPA plan review complete/approved by spring. Mike also suggested what the grant could do and did ask Debra what she thought the amount of the grant could be. Debra stated that the grant could be between 1-2 million. Debra strongly suggested that a proposal be drawn up on Economic Development website and submitted as soon as possible.

Competition starts with a begin of submission of a proposal ....this would be for the Northeast.

**Submitted by Johanna Leighton 7-23-2017 – Treasurer for RDA**