

Carver Redevelopment Authority

Meeting Minutes for December 9, 2013

Call to Order: Chairman Sinclair called the meeting to order at 6:03pm

Members Present: William Sinclair, Robert Belbin, Brian Abatiello, Johanna Leighton
Secretary: Michele Doll
Guests Present: Jack Hunter

1. Discussion and possible vote on Waterview Village Residents request to fund gas conversion and funding mechanism.

Promissory note reviewed by members. Item B to be 1%. Item C2 to read "shall be forgiven". Any and all transfers of ownership will require repayment of loan. A lien cannot be placed on a trailer home, so the RDA will file as a UCC form with Registry of Deeds. Item D will require the RDA to develop a pay schedule upon any default. Mr. Sinclair noted that the RDA did not establish a maximum per applicant, but did maximize the project amount at \$10,000.00 (ten thousand dollars). The RDA will approve loans at 80% of lowest contractor quote, plus \$270.00 in filing fees. Ms. Leighton inquired about future applicants. Chairman Sinclair stated that a cut-off date was established and voted on, but in consideration of remaining project funds future requests could be reviewed upon meeting same criteria.

Mr. Belbin motioned to approve Deferred Payment Note language and documents for Waterview Village Conversion Program with corrections. Mr. Abatiello 2nd. Approved 4-0-0.

Mr. Belbin motioned to approve up to 80% reimbursement for each individual, as a standard. Mr. Abatiello 2nd. Approved 4-0-0

2. Approval of September 16th and November 4th, 2013 Minutes.

Ms. Leighton noted misspelling of name to be corrected. Mr. Belbin requested notation that September 16th minutes were generated from audio recording.

Ms. Leighton motioned approval of September 16th minutes with corrections. Mr. Abatiello 2nd. Mr. Belbin abstained. Approved 3-0-1

Mr. Belbin motioned to approve November 4th minutes with spelling corrections. Mr. Abatiello 2nd. Ms. Leighton abstained. Approved 3-0-1.

3. Financial Report

Financial report is not ready for review, will be available for the next meeting.

(1) invoice #330 submitted for payment to Kathleen O'Donnell, totaling \$420.00 for OML complaint.

Ms. Leighton motioned to make payment of \$420.00 to Kathleen O'Donnell for legal services. Mr. Abatiello 2nd. Mr. Belbin abstained. Approved 3-0-1.

(1) Invoice #331 submitted for payment to Kathleen O'Donnell, totaling \$195.00 for Waterview Program documents.

Mr. Belbin motioned to make payment of \$195.00 to Kathleen O'Donnell. Mr. Abatiello 2nd.

Approved 4-0-0

4. Update on Paint Program and discussion on subcommittee and previous action.

This project has had one participant to date, he/she received 6 coupons. The RDA has not received any invoicing from Aubuchon Hardware. Currently, Aubuchon has only committed to one season for project. Jack Hunter to start discussion with retailer to extend program to Spring 2014, when he visits to pick up banner and follow-up on possible billing.

Mr. Belbin stated that the tasks assigned to Ms. Leighton and himself did not qualify as a 'sub-committee'. He felt it was hasty of Ms. Leighton to have him removed as project photographer, and did not appreciate comments made by Ms. Leighton during the September 16th meeting. Mr. Belbin suggested the motion should have been postponed until he was in attendance, as he had given members advance notice of his intended absence. Further discussion was halted as the program has ended for 2013, and will be addressed if necessary if project is extended to Spring 2014.

5. Public Comments

None

6. Member Comments

Chairman Sinclair wished all to enjoy safe and happy holiday, and extended a thank you to the new RDA secretary.

7. Next meeting

Mr. Belbin made a motion for next meeting on January 6th at 6:00, in meeting room #3. Mr. Abatiello 2nd. Approved 4-0-0.

Motion made by Robert Belbin to adjourn at 7:03pm. 2nd by Brian Abatiello.

Approved 4-0-0.