

Carver Redevelopment Authority

Meeting Minutes for July 8, 2014
Audio recorded by William Sinclair
Agenda (Exhibit A)

Call to Order: Chairman Sinclair called the meeting to order at 6:02pm

Members Present: William Sinclair, Brian Abatiello, Johanna Leighton

Absent: Charles Boulay

Secretary: Michele Doll

Motion by Abatiello to take agenda out of order. Leighton 2nd. Approved 3-0-0

1. Request from Habitat for Humanity for Freitas Project – Discussion and vote

Jim Middleton submitted project proposal (Exhibit B) for Residential Handicap Lift/Ramp Project at 19A Rogers Street, as well as copy of income and Expense Budget (Exhibit C). Sinclair confirmed that home meets the RDA criteria and is an already established target area for distressed housing. Feels this is a great project and family is in dire need. Middleton estimated delivery on lift is 4 weeks from order date. Family will need to be relocated for 7-10 days, as dust is a hazard to son's medical condition. Consideration to be made to use existing Rockland Trust Line of Credit vs. regular checking account. Sinclair requested submission of written request for funds on HFH letterhead referencing Project number. Check expected to be made available early next week.

Motion to approve donation of \$8,000.00 to Habitat for Humanity by Leighton. Abatiello 2nd. Approved 3-0-0

2. Minutes: June 9, 2014 (Exhibit D) – Discussion and vote

Motion to approve as amended by Leighton. Abatiello 2nd. Approved 3-0-0

3. Aubuchon Paint Program - update

Town Planner, Jack Hunter, advised CCAT video has not been aired as thought due to formatting problems. Leighton suggested a review of archives for original CCAT advertisement footage. Discussions ongoing with Aubuchon for consideration of better display area for banner. Flyers to be generated and made available at paint booth. Consideration for additional locations for advertisement materials to be made available. Sinclair to forward memo to Board of Selectmen to request item be added to announcements during start of regular meetings.

4. Treasurers Reports (Exhibit E) – Discussion and vote

Leighton to meet with Jack Hunter to review annual reports submitted by previous Treasurer, as Rockland Trust has requested a more consistent and detailed outline. Discrepancy in carryover from 2011 to 2012 also needs to be reviewed.

Abatiello motioned to accept monthly Treasurer's Report. Leighton 2nd. Approved 3-0-0

5. Financial Report – Discussion and vote

Discussion regarding project tracking on a quarterly basis; 2012 Project at 61 West Street, 2012 Water Hookup and new project with Habitat for Humanity need to be added. Need to create spreadsheets for each project.

Motion to accept format as amended for quarterly tracking, as a working document for RDA Treasurer by Leighton. Abatiello 2nd. Approved 3-0-0

6. Bills Payable – Discussion and vote

Collins Center study is complete. Invoice has been received for final payment of \$5700.00. A request has been made to amend billing information on invoice to include Carver RDA, with Town of Carver as purchaser.

Motion to issue payment and release check upon receipt of corrected invoice by Leighton. Abatiello 2nd. Approved 3-0-0

7. TOPS Committee – update by Chair

Home considered on Plymouth Street is not in good shape. Leighton suggested looking into an affiliation with the Veteran's Housing Bill.

8. Public Comments

N/A

9. Member comments

Abatiello requested no further delays regarding the reorganization of the Committee. Leighton will be traveling in the fall and unavailable for meetings, Board will not have a quorum if Boulay does not begin to attend regular scheduled meetings. Chairman Sinclair will draft a letter to member Charles Boulay regarding his commitment and lack of participation since election. Efforts will be made to accommodate his schedule.

10. Next meeting

Leighton made motion for next meeting at 6:00pm on August 5th, meeting room to be determined. Abatiello 2nd. Approved 3-0-0.

Abatiello made motion to adjourn at 7:16pm. Leighton 2nd. Approved 3-0-0.

Exhibits:

A – Agenda

B – Habitat for Humanity Proposal – 19 Rogers Street

C – Habitat for Humanity Income and Expense Budget

D – Meeting Minutes June 9, 2014

E – Treasurer’s Report