

# Carver Redevelopment Authority

Meeting Minutes for September 15, 2014

Audio recorded by William Sinclair

Agenda (Exhibit A)

Call to Order: Chairman Sinclair called the meeting to order at 6:00pm

Members Present: William Sinclair, Brian Abatiello, Johanna Leighton and Charles Boulay

Secretary: Michele Doll

Guest: Jack Hunter

*Motion to take agenda out of order by Abatiello. Boulay 2<sup>nd</sup>. Approved 4-0-0*

## 1. Comcast Update

Comcast representative, Bob McDade offered informational presentation regarding Comcast Built 4 Business Group Wireless contract service. Reviewed inexpensive options to expand wifi network and phone service. Jack Hunter confirmed that other Town facilities do operate under Comcast and the Town Administrator has hired IT consultant which specialized in municipalities to review the needs of Town Hall. McDade noted that (1) modem may not be sufficient and transition to new service could be completed in (2) days; weekend service would be available to prevent down time during work hours. Hunter will forward contact information to Town Administrator.

## 2. Minutes: August 5, 2014 (Exhibit B) – Discussion and vote

*Motion to approve as amended by Abatiello. Boulay 2<sup>nd</sup>. Approved 4-0-0*

## 3. Request for automatic payments to Rockland Trust

Former RDA member J.K. Franey removed from Line of Credit account. New balance is at \$8,000.00, minimum of interest payment is required on payment. Sinclair suggested set up of automatic payment withdrawals from Money Market account of \$1,000.00, working towards non-aggressive payoff in approximately 8 (eight) months. Line of Credit needs to be renewed annually.

*Motion by Abatiello to authorize Chairman to sign agreement to request automatic payment of \$1,000.00 per month from Money Market account, until paid off. Boulay 2<sup>nd</sup>. Approved 4-0-0*

## 4. Treasurers Report (Exhibit C) - Discussion

Leighton distributed Treasurer's Report for January 1<sup>st</sup> through August 31<sup>st</sup>, 2014, included with report is a Project Tracking spreadsheet (Exhibit D) for active RDA projects from current and previous years. Sinclair would like to include all closed projects, as well. This information

would be good reference material for new members. Leighton will work back to get additional information. Leighton noted that check #1182 for Habitat for Humanity was not reflected in Treasurer's Report, as it has not yet cleared the bank.

*Motion to approve Treasurer's Report by Abatillo. Boulay 2<sup>nd</sup>. Approved 4-0-0*

## **5. Financial Report – Discussion**

Leighton confirmed that Valerie Donovan was able to locate and correct discrepancy in previous Financial Report, corrections made to 2012 and 2013 reports. Jack Hunter has forwarded updated reports to Paul Vickery at Rockland Trust, reports are awaiting approval. Abatiello requested Financial Report be reviewed quarterly.

## **6. Bills Payable**

Invoice #73, in the amount of \$360.00, from Valerie Donovan for work on Financial Report.

*Motion by Abatiello to pay invoice from Valerie Donovan. Boulay 2<sup>nd</sup>. Approved 4-0-0*

## **7. TOPS Committee**

Per Jack Hunter, Town Department Heads have met regarding tax foreclosures. Pope Street property is no longer available, taxes have been paid by bank; awaiting paperwork on 171 Plymouth Street and ruling on business zoned 0 North Main Street property.

## **8. Public Comments**

N/A

## **9. Member comments**

Leighton referenced a newspaper article she read regarding the Paint Project. Abatiello thankful for BoB McDade's Comcast informative presentation.

## **10. Next meeting**

*Abatiello made motion for next meeting at 6:00pm on October 6<sup>th</sup>, meeting room to be determined. Leighton 2<sup>nd</sup>. Approved 4-0-0.*

*Abatiello made motion to adjourn at 6:56pm. Boulay 2<sup>nd</sup>. Approved 4-0-0.*

Exhibits:

A - Agenda

B - Meeting Minutes August 5, 2014

C - Treasurer's Report

D - Project Tracking