

Carver Redevelopment Authority

Meeting Minutes for September 16, 2013

Recorded by Will Sinclair

Call to Order: Chairman Sinclair called the meeting to order at 7:00pm

Members Present: William Sinclair, Johanna Leighton, Brian Abatiello

Absent: Robert Belbin

Guests Present: Jack Hunter

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

Jack Hunter has been contacted by (4) residents of Waterview Village in regards to financial assistance for gas conversion. There is an estimated cost of \$800-\$1200 per conversion. Jack will make modifications to an existing Community Development Block Grant Form, and submit to RDA for approval. Items to be further discussed at next meeting: terms of loan; legal expenses; need to have property ownership monitored by Town Treasurer.

Sinclair requested all correspondences be submitted to Jack Hunter

2. Update on Paint Project before/after photos. Discussion and possible vote on marketing features.

Photos have not been presented by Belbin, to date. Leighton visited site of existing Paint Project participant and took photos. She noted the shutters appeared to have been painted, however she is not clear on the scope of the project to be completed. Sinclair suggested future participants be required to provide a scope of project to RDA. Eric at Aubuchon to affix banner and display, provided through Signs by Design, inside store.

Leighton made a motion to remove Robert Belbin as Paint Program Before/After photographer. Abatiello 2nd. Approved 3-0-0.

Leighton made a motion to appoint Brian Abatiello as new Paint Program Before/After photographer. Abatiello 2nd. Approved 3-0-0.

3. Discuss and sign contract from Collins Center for TBSC peer review.

The Town Building Study Committee has requested funding for an independent party to offer input on Fire, Police and School projects. A site specific analysis to answer: How? Where? What Order? Collins Center recommended Henry Fitzgerald, as a qualified candidate with MSPA familiarity. RDA needs to be added as 3rd signatory on Professional Service Agreement. TBSC to negotiate scope of services. RDA to pay \$4,000.00 upon execution of the contract. Balance to be paid upon completion and not to exceed a project total of \$9700.00.

Leighton motioned pending changes to accept and allow Will Sinclair to be signatory and allow payment of \$4,000 to be payable upon execution of contract. Abatiello 2nd. Unanimous 3-0-0.

Abatiello motioned to transfer \$4,000.00 from Money Market to Checking Account, to cover miscellaneous expenses. Leighton 2nd. Approved 3-0-0

4. Financial Report:

a. Discuss and Accept Financial Statements for August and September 2013

Copies of Checking Account and Money Market statements provided to members. Outstanding expenses discussed.

b. Discuss and Accept Balance Sheet from Rockland Trust

Copies provided and Leighton explained contents, changes and modifications she has made.

Abatiello motioned to approve Financial Statements and Balance Sheet for Rockland Trust. Leighton 2nd. Approved 3-0-0

5. Minutes August 5, 2013 and August 19, 2013

Leighton previously submitted corrections for August 5th minutes to Robert Belbin, via e-mail. To date, these changes have not been made and she finds the minutes unacceptable, as is.

Abatiello motioned to table August 5th minutes until corrections have been made. Leighton 2nd. Approved 3-0-0

Leighton submitted corrections to Jack Hunter and requested addition of meeting closing time on August 19th minutes.

Leighton motioned to accept August 19th minutes with marked changes and inclusion of meeting closing time. Abatiello 2nd. Approved 3-0-0

6. Public Comments

None

7. Member Comments

See item #8.

8. Discussion and possible vote on RDA secretary

Abatiello inquired with the Chairman as to the extent of his personal time the minutes are occupying. Sinclair noted that the Dragon software is not intended for multiple speakers, so it has been difficult and taking up more of time than anticipated. Abatiello initiated a discussion on the possibility of hiring someone to take the minutes. Jack Hunter will follow-up with an inquiry to Kathy Kay and/or the Assistant to the Town Administrator.

9. Review and possible vote on response from RDA Attorney

Open Meeting Law Allegation submitted to the Town Clerk by Robert Belbin on Sept 9th at 9:34am against Johanna Leighton. Sinclair noted that he did not respond to any e-mail, either from Robert Belbin or Johanna Leighton. Response from attorney, read aloud to members. Jack Hunter to follow-up with Kathleen O'Donnell and verify receipt of e-mail attachments.

10. Next meeting

Abatiello made a motion for next meeting at 6:00pm on October 7th, in meeting room #3. Leighton 2nd. Approved 3-0-0.

Leighton made a motion to adjourn the meeting at 8:17pm. Abatiello 2nd. Approved 3-0-0.