

Norfolk Municipal Affordable Housing Trust

Meeting Minutes

November 27, 2012 Room 124 @ Town Hall

Present: Scott Dittrich, Tom Cleverdon, Bill Crump, Bill Conklin, Sandy Smith, Jim Lehan, Mark Henney and Susan Jacobson.

Scott Dittrich called the meeting to order at: 12:06

Beth Rust/Contract:

Jim Lehan reported that his recommendation after speaking with Town Counsel is to comply with Beth Rust's contract and not retain her again.

98 Cleveland Street:

The Trust will vote to purchase the home at 98 Cleveland Street for \$295,000 and rent it back to the sellers for \$950.00/month. There are a couple of items in the Home Inspection report that the sellers are going to fix/repair. There was a mold issue in the attic that will be treated. The other repairs were minor. To offer this home to a lottery winner, we need to get it added to our current Lip agreement and put it in the Central Register for disposition. A motion was made to accept the RFP proposal submitted for the purchase of 98 Cleveland in the amount of \$295,000 by Mark Henney. It was seconded by Bill Crump and it **was so voted**. All were in favor.

Mark Henney spoke with Mrs. Carrera about the possible purchase of the Cleveland Street home that her husband is rebuilding. She indicated that they want to sell the home for \$329,000. The Trust will not go forward with an offer at this time.

82 Main Street:

Bill Crump provided an update on 82 Main Street. November 16, 2012 the property was conveyed to Random Smile Project. They are moving forward at a fantastic speed. Kelli Klenk signed her Purchase and Sale agreement with a closing date of December 20, 2012. Susan Jacobson reported that Kelly Klenk's bank has requested an extension until December 28, 2012.

A motion was made by Jim Lehan to grant a closing extension to Random Smile until December 28, 2012. It was seconded by Tom Cleverdon and it **was so voted**. A friendly amendment was made by Jim Lehan to give Random Smile until December 31, 2012. **All were in favor.**

Bill Crump provided a letter for Kelli Klenk with regard to the cost of the converting the home to natural gas. The letter indicated that the Trust would bear the cost up to \$1,000.00

Scott Dittrich said Paul Molla was very happy with the working relationship and is eager to do another project with the Trust.

Gumps Property:

Jim Lehan read an email he received from Peg Driscoll Johnson. She said the homes look great and wanted Jim to spread the word. The Building Permits have been pulled for the two lots on Medway Branch.

A motion to reconsider the vote to tear down the Garage at 47 Rockwood was made by Jim Lehan. It was seconded Bill Conklin and **it was so voted**. All were favor of nullifying the old vote. The family would like the garage to remain on the property.

Mark Henney suggested painting the garage so it looks better. Scott said there is an expense to painting it. The big issue in the back is the sliding door the door is broken and shattered. Bill Conklin wanted to take a look at it and then make a decision. This decision was put on hold.

Debra Omar:

Scott Dittrich discussed the possibility of gifting Ms. Omar a grant of \$4,000 with a stipulation that she would donate 100 hours of community service. Town Counsel/Shirin Everett provided an email indicating that Trust has the ability to do this. Scott asked if the Committee would like to help this woman with the closing cost. Scott's suggestion was to ask her to do community service. This situation should not happen again. There was a commitment made by another Committee in the Town and that was taken away. A motion was made by Tom Cleverdon to grant Debra Omar funding to handle all closing costs less \$500.00. It was seconded by Jim Lehan and it **was so voted**. All were in favor.

Scott Dittrich said he asked Mark Henney to begin the search for a buildable lot. Bill Crump said he thought we should consider 234 Main Street. Mark said there is also a buildable lot on River Road. Bill Crump wanted to make a motion to purchase 234 Main Street to build our second home. It was seconded by Bill Conklin. Tom Cleverdon said that he thought we were not going to build houses. Scott said now we know how to do it and we have done it. We would take the template for 82 Main Street and do it again. Jim Lehan would like Paul Molla to look at the lot prior to any offers being made and have him give us an idea on the costs involved. Jim Lehan would like to make sure it works financially.

Motion to reconsider failed.

Tom Cleverdon wondered how Jim Lehan was doing with the production of the Operations Manual. Tom Cleverdon feels that this is a critical piece of business that we need to get accomplished. Jim Lehan reported that he has Yarmouth's plan and will work from that material.

Scott Dittrich scheduled the next meeting for December 11, 2012 12:00.

A motion to adjourn was made by Tom Cleverdon. It was seconded by Bill Crump and it was so voted.
All were in favor.

Respectfully submitted,

Susan Jacobson, Administrative Assistant



Tom Cleverdon, Clerk