

Norfolk Municipal Affordable Housing Trust

January 29, 2013

Meeting Room 214 @ Town Hall

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

Scott Dittrich called the meeting to order at 4:05.

Potential Property Purchases:

Several Trust members went to 76 North Street on Saturday January 26, 2013 for a showing. There was an open house on Sunday the 27th and some returned for a second look. Bill Conklin liked the house very much and feels it is a great fit. Jim Lehan felt it was a good house. Scott Dittrich felt that other than some cosmetic items and a washer and dryer it needed very little work. Scott Dittrich thought the location was great. Mark Henney reported that the owner has had it rented for 4 years. The oil burner was brand new. There was some discussion about the driveway and pulling in and out of North Street. The home would be sold in the \$140,000 to the \$150,000 range.

A motion was made by Tom Cleverdon that the offer to purchase be contingent on a home inspection and refinishing the hardwood floors. The motion was tabled for the Trust to discuss 234 Main Street. The motion was seconded by Jim Lehan.

The Trust wanted an update on the property located at 234 Main Street. Bill Crump informed the group that he had walked the property. Two of the trees behind the existing house would have to come down based on where the placement of the new house. It would go where the garage is. The Title 5 using the existing d-box is fine. A new 1500 gallon tank will probably be required. If we want to eliminate a pump system we would need to raise the elevation slightly. To remove the existing house, shed and trees the ballpark cost is \$169,000.

Jim Lehan has made a good start on the business plan. He felt strongly that we should not lose more than \$150,000 on each property purchase/resale.

Scott Dittrich would like to return to the original motion made by Tom Cleverdon and seconded by Jim Lehan. The Trust would make an offer of \$287,000 to purchase the home with the following contingencies; a home inspection, roof inspection and refinishing of the hardwood floors with two coats of poly. There was no more discussion and it **was so voted**. All were in favor.

A motion was made by Bill Crump to have Mark Henney make a formal offer on 234 Main Street subject to Title 5 approval. Mark Henney will make an offer not to exceed \$153,000. It was seconded by Mark Henney and **it was so voted**. All were in favor.

Jim Lehan is concerned that the numbers do not work and that the home will be priced too high. The RFP must be constructed so we contribute \$130,000. Scott Dittrich said that he like the property and we could look at other options on how to get a home built.

A vote after discussion was taken and the results were as follows: All were favor.

Property Update:

Susan Jacobson provided a property update. She brought the Trust up to speed on closing dates and updates on each of the properties.

24 Mirror Lake:

Scott Dittrich said the neighbor next to the home on Mirror Lake complained that the wall was much higher than the initial four feet he had been told. The wall height was incorrectly stated at a meeting quite some time ago. The BOH Inspector went out and looked at it again to confirm that there were no other alternatives. Jim Lehan has spoken to the neighbor. Scott Dittrich contacted the neighbor and told him that we would work with him regarding landscaping but that we had no other options for a septic system at this location. He told him that he would return in the spring with some ideas on how to disguise the wall. The builder was contacted and told to return to work.

CPC Meeting:

Scott Dittrich, Susan Jacobson, Mark Henney and Bill Crump attended the CPC meeting. Cyndi Andrade said that there had been some discussion about the Trust taking over the Down Payment Assistance Program. Scott Dittrich told the CPC Board that he would discuss it with the Trust and would take it under consideration. Tom Cleverdon and Scott Dittrich have agreed to work on that program. The Trust did agree to take over the plan if that is what CPC votes. It must go by Town Counsel.

Closings:

A motion was made by Jim Lehan to empower Susan Jacobson to act on behalf of the Trust at any closing and to have signing authority. It was seconded by Tom Cleverdon and it **was so voted**. All were in favor.

Lottery:

Susan reported that we will have to have another lottery. The Trust did not wish to offer the Cleveland Street property to a one person family they felt that this defeats the purpose of affordable housing.

Business Plan:

Jim Lehan has a good start on it and will have it completed by the end of February for review. Scott Dittrich would like to meet Tuesday the 26th of February at 12:00 p.m.

A motion was made by Bill Crump to accept the January 8, 2013 minutes. It was seconded by Bill Conklin and it **was so voted**. All were in favor

Meeting adjourned at 5:40 p.m.

Respectfully submitted,



Susan Jacobson

Affordable Housing Coordinator



Thomas Cleverdon, Clerk