

Norfolk Municipal Affordable Housing Trust

Meeting Minutes

June 16, 2016

Present: Scott Dittrich, Tom Cleverdon, Bill Crump, Bill Conklin, Mark Henney, Scott Cousineau and Susan Jacobson.

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

Today is Bill Crump's last meeting. Scott wanted to thank him for all his hard work he will be missed. Scott said that he thought that he would be resigning too but his house has not sold. Scott felt that he would be here through November.

Update on 234 Main Street: Susan filed the Mylar plan with the Registry of Deeds. Bill reviewed the initial contract from Brian and it was very light. The language was not strong enough for a municipality. The insurance requirements were a big problem for Fuller Modular Homes. It is a single person operation so no workmen's comp insurance is required. Town Counsel requires auto, crane and operator/transport insurance certificates. Bill talked about the time frame being 6-9 weeks after the check is received by factory. The final time frame will be discussed once contract is signed.

Meetinghouse Village: This Lottery will be done separately all advertising must be done individually as well.

Lottery dates discussed:

52 Park Street Update: A new application will be submitted on 6/17/2016.

Susan and Bill Conklin will be purchasing the appliances for 12 Geneva Road and 104 Rockwood Road. They will go to Simon's in Franklin. They will match any sale price.

Susan informed the group that the home located 18 Medway Branch has had a leak. Scott felt that the Trust is obligated to help this woman get through this problem. Susan will call Mark Comeau and discuss the issues with him.

Susan told the group that she had received a letter from Spectra Pipeline because they have an easement located at 104 Rockwood Road. Scott said this is only an easement issue and the pipe is being increased in size. He does not see this as an issue.

A motion was made by Bill Conklin to approve the minutes from It was seconded by Mark Henney and **so voted**. All were in favor.

Susan said that Jim has asked her to inform the group that he wanted to discuss the possibility of increasing the number of Trust members from (7) seven to (9) nine. Mark wanted confirmation that Jim could be Chair because he was on the Board of Selectman. Mark also felt that there should be more discussion with regard to increasing the size of the trust. Tom felt we should table this discussion until our next meeting.

A motion to adjourn was made by Bill Conklin. It was seconded by Mark Henney and **so voted**. All were in favor.

Meeting adjourned 5:10 p.m.

Respectfully submitted,


Susan Jacobson, Director



Thomas Cleverdon, Clerk