



**TOWN OF NORWELL**  
Remote Meeting  
345 Main Street  
Norwell, Massachusetts 02061  
(781) 659-8000

TOWN OF NORWELL  
TOWN CLERK

2020 DEC -1 AM 9:16

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## **Norwell Community Housing Trust Meeting Minutes October 22, 2020**

The Community Housing Trust was called to order by Gregg McBride, Chair at 7:09 p.m. Also present were, Vice Chair Liz Hibbard, and Board Members, Cara Hamilton, Peter Shea, Leanne Walt. Unable to attend were Ellen Allen and Rob Charest. Guests included Brendan Sullivan. The meeting was held remotely, as allowed under the Executive Order dated March 12, 2020 suspending certain provisions of the Open Meeting Law, Gen. L. c. 30A §20 et seq. and 940 CMR 29.01 et seq.

### **Administrative Matters**

*Motion made to accept the Agenda of October 22, 2020. Seconded and passed 5-0-0 by roll call vote.*

*Motion made to accept the Minutes of the September 29, 2020 meeting as submitted. Seconded and passed 4-0-1 by roll call vote.*

### **Carleton Property**

Merrell Engineering completed the site evaluation on the property. Trust members discussed options based on Merrell's findings.

*Motion to allow Chair, Gregg McBride, to secure an Architect which will provide preliminary concepts for the Trust to consider in the amount of \$5000.00 for the Carleton Property. Seconded and passed 5-0-0*

### **Wildcat Property**

Gregg McBride, Chair, has added the finishing touches to the RFP and Robert Charest is going to review the package prior to sending it out to bid. The Trust asked that Rob return the documents with comments on or before October 30, 2020.

### **CPC Application**

Application was submitted and the review of Application date with the CPC is November 12, 2020.

### **Update on Affordable Homes**

Unit 217 at Assinippi Avenue sold. The owner submitted a request for Capital Improvements.

*Motion to approve renovations to Jacobs Pond Unit 217 Assinippi Avenue. Seconded and passed 5-0-0.*

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### **Third Party Monitoring Agent**

Four requests for bids went out and two were returned for the Third Party Monitoring Agent. Trust Members discussed the bids and chose LDS Consulting Group. LLC.

*Motion to accept LDS Consulting Group, LLC as amended as the Third Party Monitoring Agent. Seconded and passed 5-0-0.*

*Motion to allow Chair, Gregg McBride, to sign on behalf of all Trust Members regarding LDS Contract.*

### **Future Meeting**

November 19, 2020 7pm

### **Adjournment**

*There being no further business, a motion was made to adjourn at 8:33pm*