



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

TOWN OF NORWELL
TOWN CLERK

2020 SEP 30 PM 2:34

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**Norwell Community Housing Trust Meeting Minutes
September 10, 2020**

The Community Housing Trust was called to order by Gregg McBride, Chair at 7:05 p.m. Also present were Board Members, Liz Hibbard Vice Chair, Peter Shea, Cara Hamilton, and Ellen Allen. Unable to attend were Robert Charest Cara Hamilton. Guests included Emmanuel Dockter. 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 September 10, 2020. Seconded and passed 5-0-0 by roll call vote.

Motion made to accept the Meeting Minutes of August 11, 2020. Seconded and passed 5-0-0 by roll call vote.

Small Housing Grant Update-

The previously approved grant to repair a bathtub has been completed within the budgeted amount.

Carlton Property Update-

During the last meeting a Motion was made to proceed with an environmental site evaluation of the soil by Merrill Engineering for the Carlton Property. The feasibility study will be conducted in the next week or so. This will determine the scope and size of the possible project.

Update Jacobs Pond Unit 217 and Silverbrook

Kristin Ford, Administrative Assistant, gave an update on the sale of Unit 217 at Jacob's Pond. The Purchase and Sales agreement was signed last week.

19 Silverbrook inspection report showed many code violations, electrical problems, and several safety issues. The purchase and sales agreement was signed last week and an escrow account holdback for repairs needed was included in the contract.

Damon Farm/ Tiffany Hill Update

A new unit is now available in both Damon Farm and Tiffany Hill locations. The description and application has been posted on the Town of Norwell website under Community Housing Trust and copies of the packet are also available in the Clerk's office.

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Annual Monitoring Letter

The annual Monitoring Letter will be mailed August 15th with a return date of September 15th, 2020. Half of the owners have responded to date.

Also, for the older units in Town that list the Housing Authority as the Monitoring Agent the Community Housing Trust will need to choose a new Agent to represent these listings as they come available for sale.

RFP for Wildcat

Gregg will have the final draft of the RFP out to the Committee in the next week.

Future Meeting Date

Our next Community Housing Trust meeting to be determined.

ADJOURNMENT

There being no further business, a motion was made to adjourn at 8:13 p.m.