



**Concord Housing
Development Corporation**

**CHDC Meeting Minutes
January 8, 2019
7pm 55 Church Street**

Board Members present: Doug Bacon, James Burns, Jerry Evans, Barbara Morse, Lee Smith, Yanni Tsitsas

Board Members not present: Nicole Palmer

Staff: Liz Rust (RHSO)

Guests Present: Linda Escobedo

Meeting convened at 7:05pm. Meeting adjourned at 8:45pm.

1. Minutes Approval: Meeting of 10/9/18, 11/13/18

Upon a motion duly made and seconded the Board UNANIMOUSLY (6-0)

VOTED: to approve the minutes from Regular Sessions of 10/9.18 and 11/13/18

2. Financial Updates – The Board reviewed the monthly financial information for October and November with no comments.

3. Annual Filings - The Board reviewed the summary of annual filings, which includes filings to the Town, the State and the IRS.

Upon a motion duly made and seconded the Board UNANIMOUSLY (6-0)

VOTED: to adopt the Town Annual Report as amended.

4. Insurance Update - Liz Rust has made contact with the insurance carrier to obtain a quote for coverage at the vacant parcel located at 188A Concord Turnpike.

5. Junction Village – The revised scope and price for the Open Space engineering submission from Places.

Upon a motion duly made and seconded the Board UNANIMOUSLY (6-0)

VOTED: to adopt the Town Annual Report as amended.

6. Small Grant – Notice of Sale 322 Old Bedford Road, where the CHDC is given notice 30-days before the home is listed for sale, as a condition of the small grant. The home will be listed in the mid-\$500's.

7. Town Meeting Housing articles – The CHDC discussed the Town Meeting articles in a general way.

8. Adjourn to Executive Session, for the purposes of land acquisition (930 Main St) pursuant to MGL c30A, Section 21, not to return to Open Session

Upon a Motion duly made and seconded, the Board UNANIMOUSLY (6-0)

VOTED: in a roll call to enter into Executive Session for the purposes of discussing Land Acquisition and to not reconvene in open session. The executive session is needed to protect strategy discussions affecting on the stated matters.

Lee Smith, Chair Aye, Jerry Evans, Chair Aye, Doug Bacon Aye, James Burns Aye, Barbara Morse Aye, Yanni Tsitsas Aye