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2024 FEB -2 AM 11:38

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**Community Preservation Committee  
Meeting Minutes**

**Meeting Date:** January 11, 2024, at 7 pm

**Location:** Osborn Room, 345 Main Street

**Members Present:** Bob McMackin, Chair  
Patrick Kelly, Vice Chair, Recreation Committee Liaison (arrived at 7:10pm)  
Marynel Wahl, At-Large,  
Nancy Dooley, Housing Authority Liaison  
Susan Powell, At-Large  
Jeff Hassett, At-Large  
Bob Norris, At-Large  
Rachel Wollam, Historic Commission Liaison  
Brendan Sullivan, Planning Board Representative

**Members Absent:**

**Others Present:** Kristin Ford, Administrative Assistant  
Peter Smellie, Select Board (SB)  
Ilana Quirk, Director of Planning and Community Development  
Jamie King, Community Housing Trust Member (CHT)

1. **Meeting called to order at 7:00 pm**
2. **Approval of Agenda at 7:02pm**

*Motion: to accept the agenda as written (Dooley) seconded (Norris) and passed by roll call vote.  
8-0-0.*

3. **FY25 Application Presentation at 7:05pm**  
**Carlton Application**

Select Board (SB) Member/Applicant Peter Smellie discussed his approach to this affordable housing project. The funds will be used to conduct an on the ground survey, septic test pits and determine a building envelope including stakes on the ground. Ilana Quirk, Director of Planning

and Community Development explained this project would include local preference and community housing for people working in the Town. Smellie explained he has been speaking with residents and is being proactive with outreach and therefore would not be looking for a co-applicant at this time. Some discussion surrounded the already appropriated Community Housing Trust funds for this project. Smellie believes the vote taken by the Trust has too many strings attached. Jamie King, Community Housing Trust (CHT) Member, asked if she could read the motion the Trust made (minutes attached). Discussion ensued relative to relationships between the SB and the CHT and many of the CPC members felt the CHT should be included in the process and use of their funds should be considered for the proposal. Questions were raised as to how the SB was asking the CPC to alter its over twenty-year precedent of working with the CHT on affordable housing, and that if the SB was unable to develop a working relationship with the CHT on this proposal how did they expect to develop a working relationship with the CHT on the larger development implementation component.

Quirk explained her ideas for the driveway and parking lot area that Conservation could also use for the trails on the property. Member Sullivan asked that he reserve the right to make comments on the project but would recuse himself from the vote as he and the firm he works for have participated in the project development. Sullivan explained he was hesitant at first when he heard this project was back on the table but feels now that this is a worthwhile project to explore. Smellie repeatedly stated the CHT would be involved in all subsequent phases of this project, just not in the initial phase.

At the end of the presentation, Mr. Smellie stated that if the CPC did not approve the application for a town meeting article, that he would consider placing an article before Town meeting to place the land in Conservation.

4. **Acceptance of Minutes**

*Motion: to accept the December 14, 2023, minutes as written (Wollam) and seconded (Norris) and passed by roll call vote. 9-0-0.*

5. **Bills**

Amazon office supplies 15-194-0201-5497	\$ 146.28
Isabella LaFratta 15-194-02015307	\$ 300.00
Scituate Concrete Products, 15-194-1233-6829	\$ 50,000.00
Pre-cast Sports Wall payroll 15-194-1233-6829	\$ 1,539.34
PA Landers Sports Wall 15-194-1233-6829	\$ 2,362.10

*Motion: to approve the invoices as presented (Dooley) seconded (Norris) and passed by roll call vote. 9-0-0.*

6. **Vote on FY25 Budget**

Administrator Ford presented the FY25 Budget.

*Motion: by (Wollam) to approve the FY25 Budget seconded (Norris) and passed by roll call vote.*

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7. **CPC Liaison & Administrator Project Update**

Member Wollam shared the following Historic Commission updates:

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FY24 Appropriation for \$414,512.00 for the Jacobs Farmhouse Outbuildings received one bid that was way over the appropriation (in the \$540K range). The next step will be working on breaking the work out to include alternate options.

The Historic Commission did a walk through at the Grange building which is ready to begin work soon related to their FY24 appropriation of \$228,480.00.

The Form B Project Phase 1 & 2 are complete, the new materials have been put in binders and delivered to the building department and a copy can be found in the Clerk's Office.

Member Kelly shared the following Recreation Department update:

The Pre-Cast Sports Rebound Wall was installed behind the Middle School during the first weekend in January.

The Multigenerational Study and Requests for Proposals Committee reported many bids were received for the two locations identified and 5 interviews were conducted. Next steps are being determined. It is estimated the new building will cost between 20-30 million dollars.

**Administrator Ford Update**

The site visit, led by Glenn Ferguson, for the Boardwalk Rehabilitation Capital Improvement Project was attended by Select Board Member Andy Reardon, member Susan Powell, and Administrator Ford. The ask is for \$350,000 of which \$50-75 thousand dollars will be used to study the wetland crossings to determine best practice moving forward to, repair, and budget repairs for the future. In some areas major deterioration is evident. Member Powell reported that some deterioration is evident. The balance of the money will be used for rehabilitation. Ferguson has agreed to return to the CPC with the study to discuss upon receiving the survey and findings. Also, Ferguson has submitted a revised Washington Street application omitting Stetson Cemetery. Washington Street Cemetery is located on the State Historic Site page and with the Norwell Historical Society. The funding request of \$30,000.00 will remain the same.

The Masthead Request for Proposals was due this past Monday. One bid was received. The Pathway Committee and Conservation Committee will be meeting soon to review the bid and discuss the next steps.

8. **Application follow up questions discussion**

Committee Members discussed submitted questions and reviewed answers. At the next meeting a full report of questions and answers will be discussed. Late application requests were

also discussed and a memo between Town Counsel and Peter Morin dated 10/21/21 was shared regarding whether to consider waiving the CPC deadline. Please see the attached memo.

9. **CPC Plan Update**

The next step for the CPC Plan is to meet with abutting communities CPC leaders. Administrator Ford is gathering contact information and will arrange a meeting between Hanover, Hingham, Pembroke, Scituate, Marshfield and Rockland.

Then early Spring the next step will be to survey residents. The final step will be to consolidate all the data and complete the plan.

10. **Next Scheduled Meeting – Thursday, February 1, 2024 7pm.**

11. **Adjournment**

*Motion to adjourn at 7:45pm (Norris), seconded (Dooley) approved by roll call vote 8-0-0.*

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Norwell, Massachusetts 02061  
(781) 659-8000

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**Norwell Community Housing Trust Meeting Minutes**  
**September 26, 2023**  
**6:30 PM**  
**Norwell Fire Station 300 Washington Street**

The Community Housing Trust (CHT) meeting was called to order by Chair, Gregg McBride, at 6:38pm. Also present were Andy Reardon, Brittany Reardon via zoom, Jamie King, Debbie Vitale, Bruce Graham. Guest: Ilana Quirk, Director of Planning and Community Development.

*Motion: (Graham) to accept the Agenda for September 26, 2023. Seconded (A. Reardon) and unanimously approved. 6-0-0 by roll call vote.*

*Motion: (A. Reardon) to accept the meeting minutes as written dated September 7, 2023, Seconded (Graham) and approved. 5-0-1 Graham abstained, by roll call vote.*

**CHT Potential Property/ Project Update and Funds Discussion**

Chair McBride discussed the possibility of taking 271 Washington Street (former Atlantic Towing) by tax title and using this property for housing. A Phase I & II environmental assessment should be required first. McBride to follow up with town counsel. The Department of Environmental Protection has various funding options available for brownfields site assessment and cleanup. Massachusetts Division of Housing and Community Development (DHCD) also has many grant options available too.

Ilana Quirk, Director of Housing and Community Development, shared that the Webb Washington Street Project may be moving ahead. This project would be under the Local Initiative Program (LIP) to add 8 one bedroom units to our Subsidized Housing Inventory.

Motion (Graham) that the Community Housing Trust vote (notwithstanding any policy to the contrary and which such policy is hereby waived), to allocate \$40,000 from the Trust's housing funds for the purpose of hiring professional consultants to perform property and design work at the so-called undesignated 8 acres at the Carleton property on Lincoln Street (see sketch of land attached hereto) and with the said funds to be used to obtain the following deliverables:

1. Septic test pit data witnessed by the Town.
2. Wetland line determinations that are current.
3. An on the ground survey by a Massachusetts licensed professional land surveyor and/or registered professional engineer. The said survey shall be performed and a plan created therefrom so as to identify the following on the plan:
  - i. Septic information (possible locations and setbacks from the building envelope);
  - ii. Wetlands information (locations and setback information);

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- iii. Topo/contour information and with additional spot grades if requested;
  - iv. Possible building envelopes for a potential building and parking area, with setbacks of 100 feet from Lincoln and 75 and 100 feet from side lot lines and the rear wetland line; and
  - v. Possible location of a looped driveway, with minimum visibility from Lincoln Street. and abutting residences.
4. Preliminary design work for a single building with a looped driveway and parking to the rear.
  5. Preparation of an Approval Not Required Plan under G.L.c.41, §81L and §81P for endorsement by the Planning Board that is suitable to separate the 8-acre parcel from the larger property into a separate lot so it can be held for and developed for affordable housing.
  6. Preparation of all necessary town meeting articles and deeds by legal counsel.

And with procurement (any and all required requests for quotes and/or for proposals) to be performed by the Director of Planning and Community Development (after consulting with all appropriate officials) and with all contracts to be signed as required by the Norwell Charter by the Town Administrator and with all invoices to be processed as required under state law. Seconded (Vitale) and passed 6-0-0 by roll call vote.

This Project will potentially add 12 units consisting of 1,2&3 bedrooms.

#### **Vote on CPC Application Funding**

*Motion; (Graham) to have Gregg McBride, Chair, sign the CPC application on behalf of the Committee for FY25 funding as presented for \$100,000.00; Seconded (A. Reardon) and passed by roll call vote 6-0-0.*

**Next Meeting:** October 24, 2023 7pm.

**Adjourn:** *Motion; made by McBride to adjourn at 7:44pm seconded Graham and passed unanimously. 6-0-0.*

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proposed divison line

Limit of  
BVW

100' Buffer  
to BVW

7.9± Acres

5.6± acres upland

3.9± acres outside 100' buffer

1.4± Acres

parking/trails

75'

150'

existing property line  
typ.

existing property line  
typ.

STREET

LINCOLN

**Town of Norwell  
Select Board  
Open Meeting  
11/15/23**

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**Present:** Jason Brown, Brian Greenberg, Andy Reardon, Peter Smellie, Bruce Graham, Darleen Sullivan, Kim Roy

The meeting was called to order by Pete Smellie.

**Approval of Agenda**

*Motion; made by Jason Brown, seconded by Brian Greenberg, to approve the meeting agenda. Unanimously voted*

**Approval of Meeting Minutes**

*Motion; made by Jason Brown, seconded by Brian Greenberg, to approve the minutes of the 11/1/23 Open Meeting. Mr. Graham abstained as he was absent from that meeting. Brown voting yes, Greenberg voting yes, Reardon voting yes, Smellie voting yes.*

**Select Board Report**

Mr. Reardon congratulated the Norwell football and soccer teams for their tremendous seasons. Well done, everyone!

**Town Administrator Report**

Ms. Sullivan reported on the Town activities in honor of Veterans Day, thanking all veterans for their service.

**Citizens Comments – none**

**Review and Approval; Town of Norwell Federal Project Management Policy and Procedures**

Ms. McCarthy gave the background and reasons for this policy, which was requested by the auditors as the Town is now subject to single audit procedures. The office follows the rules for single audit compliance, and federal money spending parameters along with up-to-code internal controls. This agreement formalizes these procedures and is similar to policies in other communities.

*Motion; made by Brian Greenberg, seconded by Andy Reardon, to approve the Town of Norwell Federal Project Management Policy and Procedures as presented by Finance Director Christine McCarthy. Unanimously voted*

**Resignation – South Shore Vo-Tech Representative**

*Motion; made by Brian Greenberg, seconded by Jason Brown, to accept with regret the resignation of Bob Molla as the Vo-Tech Rep. Unanimously voted*

Mr. Molla was the representative for almost 50 years. He also served as a call firefighter for many years. Mr. Molla created the Harbormaster bylaws for the Town and was instrumental in the establishment of the North and South River Watershed Association. The board thanked Mr. Molla for his years of distinguished service to the Town.



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### **Applications – South Shore Vo-Tech Representative**

Both Mr. Reardon and Mr. Brown recused themselves from this discussion and vote because of family ties to applicants.

1. Dustin Reardon, 620 Main Street, gave a summary of his background and reasons for applying. He is a graduate of the Vo-Tech. and has been an active member of the alumni association and activities.
2. Earl (Chip) Servant, 70 Kings Landing, gave a summary of his background and reasons for applying. He has been in the trades all his life through the family business. He has great interest in all the trade occupations and wants to promote these professions to the students at the Vo-Tech. He added that the average age of the electrician working today is 55. Mr. Molla is his neighbor and asked him to apply for this seat. In answer to the board's questions, he works on mostly small scale projects.
3. John Lunn, 79 Norwell Ave., gave a summary of his background and reasons for applying. He is also a graduate of the Vo-Tech. He is a master electrician and sheet metal worker who does many large projects. He has a good handle on construction costs. Both Steve Marsh and Dave DeCoste recommended that he apply.

All three candidates left the meeting after being interviewed. The board discussed the strong points in favor of each excellent applicant.

*Motion; made by Pete Smellie, seconded by Brian Greenberg, to appoint John Lunn as the South Shore Vo-Tech Representative for a term expiring 6/30/26*

Discussion ensued about the prospect of a split vote as Mr. Graham planned to nominate a different applicant.

*A motion was made by Pete Smellie, seconded by Brian Greenberg, to rescind his motion to appoint Mr. Lunn. Unanimously voted*

*Motion; made by Bruce Graham, seconded by Brian Greenberg, to appoint Dustin Reardon as the South Shore Vo-Tech Representative for a term expiring 6/30/26. Unanimously voted*

### **Not Your Average Joe's – Change of Manager**

John Forbush was present to give a summary of his background to the board. He is a 20 year employee at the restaurant.

*Motion; made by Andy Reardon, seconded by Jason Brown, to approve John Forbush as the new manager of Not Your Average Joe's Restaurant, 111 Pond Street, Norwell MA. Unanimously voted.*

### **Board of Assessors/Assessors Department overview – Cyclical review project update**

Assessor Board members Mary Granville and Ted Dawe, Assessor Meredith Rafiki and Assistant Megan Howell were present. Chair Mary Granville called their board meeting to order.

Ms. Rafiki updated both boards on her cyclical review project. To date, 3779 properties, representing about 80% of the total number in the Town, have been reassessed. The

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DOR has reviewed the work and approved the quality after several rounds of corrections.

The goal is to move forward to set the annual tax rate. The Assessors office is continuing their quality check to make sure the data is correct. Ms. Rafiki noted that she is working on a plan to ensure that this large a project with a tight deadline does not recur. The boards discussed the option to use an estimated tax rate for the next tax bill vs rushing to set the actual rate. The Town's cash flow would continue, but an estimated bill would result in a larger 4<sup>th</sup> quarter tax bill for residents.

The board is not in favor of an estimated tax bill and would like to avoid this if possible. Mr. Reardon asked about the cause of this big delay in getting the process started earlier in the year. Ms. Rafiki noted that this larger cyclical work load was due to the pandemic delays. Mr. Greenberg asked about the timeline for the 6 months between February and August to start this project. Ms. Granville added that new builds were not picked up on the data check from the state. There was some confusion about the timeline clarifications from Ms. Rafiki with regard to the bad data issues. She also noted that the Assessors asked the DOR for an extension in February, but the "data quality" issue was not brought to their attention until June.

The DOR did not grant the extension and the data was not certified. The Town Meeting Article to fund additional consultants to do the assessments passed, but the consultant that was hired could not start the work until December.

Further discussion ensued about the 9 month delay and the DOR rejection of the explanations. Ms. Rafiki noted that she started looking for additional help to revalue 2975 properties in June but couldn't get started until July 21<sup>st</sup>.

She advised that residents should be sure to review their property cards during the disclosure period. Ms. Sullivan added comments about quality checking with residents' input.

The board asked the following questions:

**Mr. Brown;**

1. Why weren't the quality issues recognized until the DOR review? The office problems were well documented.
2. Re: the outside contractors – is the quality problem occurring during the actual assessment or internally in the office? The consulting company does this for a living so it might be a better option. *Answer - Ms. Granville opined that the Town quality has historically been poor and has been known for a long time.*
3. Why not a constant effort until now? Every town does the same process, so why does Norwell have such low quality assessments? *Answer from Ms. Sullivan and Ms. Rafiki – the cyclical reviews weren't being done over the ten year period. Ms. Granville thinks this problem has been corrected.*
4. How do the Assessors get the data generated by the Building Department permits and inspections? *Answer – the Building department uses Permiteyes for all permit applications. This Hopefully equalizes the playing field for the whole Town as the Assessors have full access to this data.*

Ms. Rafiki and Ms. Granville noted that they are implementing new procedures, with the goal of doing 10-15% of the revaluations each year to avoid a recurrence of this problem. Ms. Sullivan added that Ms. Rafiki has reached out to other town offices for best practices.



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**Mr. Reardon;**

1. Some residents were not aware that this process was going on and had concerns about random people on their property. Are workers identified? He would like to see additional measures taken to make sure that everyone is aware of the activity. *Answer - Ms. Rafiki discussed the steps taken to inform residents of this process and identify Town employees and consultants doing the field work.*

**Mr. Greenberg;**

1. Were all the prior assessors doing poor quality work?  
If this poor quality was so well known, why weren't you working on this the second that you started to work here?
2. Why did this take two years? What happened? *Answer – Ms. Rafiki stated that she had staffing issues and "mis-education" so she was doing the job incorrectly, which was a misstep on her part, to an extent. She was also "not aware" of GIS capabilities. She added that the DOR uses new tools now to verify the data which highlighted the poor quality.*

The Select Board agreed that this update work should be a year-round activity. Ms. Rafiki will continue to quality check the data. She added that she wants to do a good job.

The Board of Assessors adjourned their meeting at 8:30pm and left the Select Board meeting.

### **Role of Community Housing Trust (CHT/Trust): planning and development of the Lincoln Street property**

CHT members called their meeting to order at 8:32pm.

Mr. Reardon gave a short recap of this topic, including the Trust's role in the project and Affordable Housing in the Town. He noted that the CPC application to fund this project has been withdrawn. Mr. Greenberg presented his and Ms. Quirk's perspectives on this proposed project, opining that nothing could be done without more detailed property surveys. CHT member Jamie King asked why Ms. Quirk came to their meeting to ask for funding but didn't involve the Trust in the CPC application. Why was someone else in control other than the CHT?

Mr. Greenberg stated that Ms. Quirk was the "point person" with technical expertise and a full-time staff member. Mr. Smellie opined that he had neighborhood connections with targeted groups. Both Mr. Greenberg and Mr. Smellie expanded on this topic and their neighborhood outreach efforts. They noted that funding was needed and the suggestion was made to ask the CHT.

The Planning Board hired Merrill Engineering to complete those tasks.

Mr. Graham expressed concern about the "we" used in this explanation, noting that it did not include any members of the CHT.

CHT Chair Gregg McBride noted that the Trust feels marginalized and would like to know why this happened. He gave a comprehensive explanation of problems that occurred with the prior project proposal. He added that the Planning Board and the Select Board took this current proposal over and did not include the Trust. He then asked for guidance from the Select Board and heard nothing from the Chair. Mr. Smellie opined that if the Trust had initiated the project it would already be dead.



In response to Ms. King's comments on the October 4<sup>th</sup> SB motion to submit the CPC application and take over the project, Mr. Smellie said that the decision was a timing issue as the CPC application was due before the CHT's next meeting date. Mr. Greenberg added that his participation was only in his role "as a resident" to initiate the beginning stages of the project. For the next 3 months he will be happy to keep the CHT in the loop. Once the site plan is done, he and the Planning Board expect to work with the CHT as the Trust has the funds to do this project.

Mr. McBride stated that the CHT discussed modifying their initial vote to give the money to the Planning Board on the condition that the CHT is involved. He noted that the Trust was formed to comply with MA General Law to support and create Affordable Housing in the Town of Norwell, which does mean that the focus of this activity should involve the Trust.

He added that never in 25 years of working at the Town Hall has he seen a Planning Board Chair take over a project. Mr. Graham reminded the Select Board about the proposed West End Way project when the Select Board took him to task for not keeping the entire board informed. He called Mr. Greenberg and Mr. Smellie out for doing exactly the same thing. Further discussion ensued about this topic.

Mr. Reardon proposed moving forward and opening the lines of communication. It is incumbent on both boards to share this project information and include all of the appropriate people with a good level of sensitivity. Discussion ensued about having the same goals. Hopefully this will be a collaborative future project. Volunteers are a valuable asset for the Town.

Mr. McBride noted that the CHT will modify their approval of the funds to do the survey as long as the Trust is involved. After the vote is amended, he asked that the Planning Board share whatever work is done. All will work to keep the neighborhood involved. Mr. Greenberg will ask Mr. Sullivan to forward the draft sketches to the Trust. Discussion about the background of this idea continued.

Mr. Reardon will talk to Ms. Quirk about the Merrill contract for the proposed work. The CHT is meeting in December prior to the next Select Board meeting.

#### **Future Meeting Agendas/Dates; 12/6, 12/13**

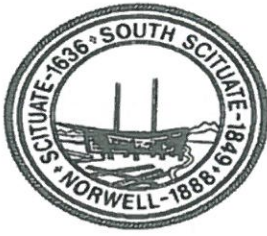
#### **Adjournment**

*Motion; made by Andy Reardon, seconded by Brian Greenberg, to adjourn at 9:22pm.  
Unanimously voted*

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Peter W. Smellie, Chair

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Norwell, Massachusetts 02061  
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## Norwell Community Housing Trust Meeting Minutes

Meeting Date: December 21, 2023, 7pm

Location: Zoom

Members Present: Gregg McBride, Chair  
Bruce Graham  
Brittany Reardon  
Jamie King

Members Absent: Andy. T. Reardon, Select Board Representative

Others Present: Kristin Ford, Administrative Assistant

1. Meeting called to order at 7:33pm

2. Approval of Agenda 7:35pm

Motion:(Graham) to accept the Agenda for December 21, 2023. Seconded (B.Reardon) and unanimously approved. 4-0-0 by roll call vote.

3. Approval of Minutes 7:40pm

Motion;(Graham) to accept the meeting minutes as written dated November 7, 2023, Seconded (B.Reardon) and approved. 4-0-0 by roll call vote.

4. Approval of Bills 7:45pm

LDS Consulting, Annual Monitoring Fee, 81-000-7160-5300-0000 Professional Services  
\$2381.00

Motion; (Graham) to approve the invoice as presented seconded (King) and approved 4-0-0 by roll call vote.

5. Administrator Update 7:50pm

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Senior Grant Update, Jacobs Pond Estates,

The Plumber has not returned text messages for a few weeks regarding fixing the leaking shower valve. McBride to try calling and then if no luck search for a new plumber.

The Contractor installing the exterior door on a basement unit will be installing sometime in the next few weeks. He is preparing for the installation now.

High Street 40B

Ford received an update from the Monitoring Agent last week. The application process is set to begin in February and the unit occupancy is set for June/July. It is still unclear when the date for the lottery will be held.

Debbie Vitale Resignation

Ford received an official resignation letter from Member Vitale. The Members thank Vitale for her service and wish her well in her move to a surrounding town.

LDS Monitoring Update

LDS Consulting Group, LLC assumed the role of Monitoring Agent for 10 income and age-restricted condominium homeownership units at Jacobs Pond Estates, 7 income restricted homes at Silver Brook Farm, and an income restricted home on West End Way on November 1, 2020. In addition, we were assigned as monitoring agent by MassHousing to the 10 income restricted units at Washington Place Town House on November 1, 2020. This year we were made aware that the affordability restriction at 11 West End way expired in 2023. Since it is now a market rate unit, we will no longer monitor this home.

Over the past year, LDS has performed supplemental monitoring on all these units, including conducting a yearly title search in the registry of deeds for each unit to ensure that none of the units have undergone refinancing, capital improvements, sale, or foreclosure without our knowledge. We have also emailed and/ or mailed each owner yearly certification forms on December 14, 2023. We will provide an update in a month on the responses to the certification forms.

**6. Carleton Property Study Update and Discussion 8pm**

Member McBride reviewed the steps to date regarding the Carleton Property. During the September 26, 2023 meeting of the CHT Ilana Quirk, Director of Planning and Community Development, requested that CHT funds be made available to further evaluate the Lincoln Street parcels of the Carlton/Cushing property for housing. At that meeting, the



CHT voted 6/0 to appropriate Trust funds. During the November 7, 2023, meeting the CHT members discussed how they felt marginalized, and all members agreed to ask that the Trust be put on the next Select Board agenda to ask what role they will have in this project. On November 15 the CHT members participated in a Select Board meeting to express their dissatisfaction with the process and told the Board the CHT would be amending their vote to include full participation of the CHT as the CHT members support efforts to develop housing on the Lincoln Street parcels as long as the design is developed in open cooperation with residents in the area and the CHT. (please see the SB Meeting minutes for 11/15/23) Motion (Graham) to amend the 9/26/23 vote to include the following: "Site evaluation of the parcels using funds from the Housing Trust is contingent upon full participation by the CHT in all aspects of the planning, design, and execution of the work". Seconded (King) and passed 3/0/1 King

Member King stated her interpretation of communications between Select Board members Smellie and Greenburg are not consistent with the Policies and Procedures outlined in the Selectboard Handbook. King does not believe that Smellie or Greenberg recognize the need to codify a good working relationship between the Community Housing Trust, Planning Board and the Select Board and is dissatisfied with their leadership.

Future Agenda Request:

Member Graham asked that the Wildcat Property be put on the next agenda to discuss the potential options available for this property.

**Next Meeting:** Tuesday January 9, 2024, 7pm.

**Adjourn:** Motion; made by Graham to adjourn at 8:30pm seconded B.Reardon and passed unanimously. 4-0-0 by roll call vote.

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