



CHDC Meeting Minutes
Tuesday January 9, 2018
7pm Harvey Wheeler Lecture Hall
1276 Main Street, West Concord

Board Members present: James Burns, Jerry Evans, Phil Posner, Lee Smith, Amir Viskin
Regrets: Barbara Morse
Staff: Liz Rust (RHSO)
Guests Present: Linda Miller, Walter Ohanian

Meeting convened at 7:00pm.
Meeting adjourned at 8:29pm.

1. Minutes Approval: Regular Session of December 12, 2017

Upon a motion duly made and seconded the Board UNANIMOUSLY (4-0)
VOTED: to approve the minutes from Regular Session of December 12, 2017

2. Board Operations.

The CHDC recruiting description is on the website. Liz will work with Barbara on getting the word out.

The Board reviewed a draft of the 2017 Town Report and suggested revisions which will be made and the report submitted.

The CHDC will change its address to 141 Keyes Road. The mail will be set aside for pickup by the RHSO, who will open and stamp it, as well as direct it as needed. Lee will look into changing the letterhead.

3. Financial Updates

The CHDC reviewed the November and December financial reports.

Upon a motion duly made and seconded the Board UNANIMOUSLY (5-0)
VOTED: to approve the 2018 Bellwether bookkeeping engagement contract dated December 20, 2017

The Board reviewed a memo regarding RHSO support for FY18. The RHSO is proposing that the CHDC 'purchase' 40 additional hours for FY18, for a total of \$2,648.26.

Upon a motion duly made and seconded the Board UNANIMOUSLY (5-0)
VOTED: to approve purchasing additional hours from the RHSO for \$2,648.26, as noted in the memo dated January 9, 2018.

4. Junction Village

- Update from Grantham – Grantham successfully completed the pre-application process in December, and has been invited to submit a full application due February. A support letter from the Town is needed. Walter Ohanian presented



- the status, and the draft letter. The CHDC supported the letter, and Walter will work directly with Chris Whelan on getting it signed.
- Open Space – The Board reviewed the draft charge for the Junction Village Open Space Task Force, as revised, and had no further comments. The CHDC supports the planning effort. Marcia Rasmussen will work with Chris Whelan to finalize the charge and appoint the task force. Once the task force is appointed, the CHDC will start the procurement process for a landscape architect, or other such qualified person, to complete the open space plan.
5. Small Grants
Jim Burns presented some very helpful analysis he prepared on available town resources for homeowners in need.
6. Other Business
Emerson Annex expiring use: Liz Rust presented analysis on the expiring deed restrictions for 4 units at Emerson Annex.