CHDC Meeting Minutes
Thursday August 15, 2019
7pm 55 Church Street
West Concord

Board Members present: James Burns, Jerry Evans, Lee Smith, Doug Bacon
Staff: Liz Rust (RHSO)
Regrets: Yanni Tsitsas

Meeting convened at 7:00pm. Meeting adjourned at 8:30pm.

1. Minutes Approval: Regular Meetings of 5/14/19

   Upon a motion duly made and seconded the Board UNANIMOUSLY (4-0)
   VOTED: to approve the minutes from Regular Session of 5/14/19

2. Financial Updates: The Board reviewed a 5-year financial outlook as well as the year-end
   accounting statements prepared by the bookkeeper, with no revisions needed. The tax filing
   process has started with the CPA, who prepares the IRS 990 and the State Form PC as well as the
   Financial Statements.

3. 930 Main St update: The closing has been delayed, though is inching forward towards a 8/20/19
   closing, due to delays on the seller side. The board was receptive to providing assistance in
   clearing out the house if needed.

   Upon a motion duly made and seconded the Board UNANIMOUSLY (4-0)
   VOTED: to authorize up to $3,000 to assist the seller in vacating the house at 930 Main St,
   to be expended at the discretion of the chair.

   Upon a motion duly made and seconded the Board UNANIMOUSLY (4-0)
   VOTED: to authorize the chair to attend the closing, sign any and all required documents
   and to further make any decisions reasonable and necessary.

4. Junction Village update: DHCD has asked the Junction Village/Christopher Heights of Concord to
   finalize the ground lease, before the next funding submission in February 2020, as well as the
   property tax assessment and local HOME funding.