

Southfield Redevelopment Authority
Board of Directors Meeting
Applicable Subdivision Board
Monday, November 13, 2017 @ 7:00pm
Conference Room, SRA office

Directors Present: Lyndsey Kruzer, Chairman
Kelli O'Brien-McKinnon, Vice-Chairman
Pat O'Leary, Clerk
Tom Henderson
Chris Aiello
Chris Primiano
David Rubin

Also Present: Jim Young, Land Use Administrator
Rob Downey, Assistant Planner
Matt Barry - LStar

The Chairman called the meeting to order at 7:00pm

Minutes

As there wasn't a quorum, minutes for the October 16th meeting were tabled until the November 27th meeting.

**VOTED: Motion of Tom Henderson, seconded by Kelli O'Brien-McKinnon, to approve the minutes of October 30, 2017
Unanimous 7-0 vote**

ASB – Dorset Park Performance Bond Reduction Request

Jim Young explained that Northland Construction, LLC and Dorset Park, LLC are requesting a reduction in the infrastructure surety bond, tied to Dorset Park Lane and Snow Bird Avenue, from \$672,520.15 to \$104,441.53 because a good percentage of the work has been completed and the Town of Weymouth concurs. He said the bond will likely be revisited in late spring.

Board Measure 17-043

VOTED: Motion of Tom Henderson, seconded by Chris Aiello, to approve a reduction in Dorset Park LLC's Bond #41323813 for the Ninth Revision to the Phase 1A Definitive Subdivision Plan to \$104,441.53 per the Performance Bond Reduction Estimate dated November 9, 2017, and to authorize the Chairman to execute any related riders.

Unanimous 7-0 vote

IT Contract

The IT contract for Diane Baxter was discussed. Tom Henderson said he is very impressed with the great work she is doing.

VOTED: Motion of Pat O'Leary, seconded by Tom Henderson, to authorize the chair to engage in the IT contract for Diane Baxter.

Unanimous 7-0 vote

Email Licensing

An additional eight "@southfieldra.com" email licenses was discussed. The cost will be \$89.00 per month, but will make it easier to comply with public records requests for all official SRA business.

VOTED: Motion of Tom Henderson, seconded by Pat O'Leary, to authorize the chair to engage the contract for additional email licenses

Unanimous 7-0 vote

Treasurer/Collector transition update and contracts

The Board discussed a proposed agreement with Eric Hart to provide accounting services. The cost will be \$90.00 per hour, for approximately ten hours per week, for an initial period of three months.

VOTED: Motion of Chris Aiello, seconded by Tom Henderson, to authorize the chair to execute the contract for Eric Hart

Unanimous 7-0 vote

Atty. Bob Galvin has been the interim treasurer. He has been working with Eric Hart and has suggested the Eric be made interim treasurer.

VOTED: Motion of Tom Henderson, seconded by Kelli O'Brien-McKinnon, to approve Eric Hart as interim treasurer for Southfield Redevelopment Authority

Unanimous 7-0 vote

The contract for Mary Jane Martin for assistant accounting services was discussed. She will be working five to seven hours per week (outside of her regular schedule) at a rate of \$50.00 per hour.

VOTED: Motion of Tom Henderson, seconded by Kelli O'Brien-McKinnon, to engage the contract for Mary Jane Martin

Unanimous 7-0 vote

Report from Executive Director Screening Committee

Chris Primiano reported that the screening committee has begun to cull Executive Director finalists. He will provide résumés to Board members after background and reference checks have been done. Public interviews are expected to take place during a special meeting of the Board of Directors on December 5, 2017.

Topics not reasonable anticipated by the Chairman 48 hours in advance of the meeting: none.

Public Comments on this evening's topics of discussion


Southfield resident Steve LeMott said he would like to hear a progress report from LStar.

Chairman Kruzer said she would add the topic to the Nov. 27th agenda.

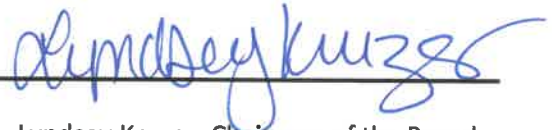
Next Meeting November 27, 2017

VOTED: Motion of Tom Henderson, seconded by Chris Aiello, to adjourn the meeting at 7:30PM.

Unanimous 7-0 vote



Patricia Fitzgerald, Recording Secretary



Lyndsey Kruzer, Chairman of the Board

Documents reviewed during the meeting:

- Northland letter request – 17-043
- SRA/Diane Baxter agreement
- SRA/Eric Hart agreement
- SRA/Mary Jane Martin agreement