

Board of Directors Meeting  
Applicable Subdivision Board Meeting  
June 13, 2011 @ 6:30pm

Directors Present: Jeffrey Wall, Chairman  
James W. Lavin, Clerk  
John Ward  
Joseph Connolly

Directors Unable to Attend: Gerard Eramo

Also Present: James A. Wilson, CFO  
Jim Young, Project Manager

Quorum was achieved and the Chairman called the meeting to order at 6:45pm.

FY11/FY12 General Financial Matters – Capital Improvements

Mr. Wilson presented a financial request for capital improvements to the office for painting, carpeting and new air conditioner. The improvements were not the result of the floods or power outage events. It was noted that LNR was paying for exterior improvements to the building and grounds. Mr. Lavin thanked the CFO for the information he requested related to the building's lease agreement and the justification for the expenditure.

Board Measure 11-035

**VOTED: Motion of Joseph Connolly, seconded by John Ward, that the Board of Directors raise and appropriate the sum of \$6,000 from Free Cash for the purpose of funding the costs associated with the improvements for the office including new rugs (where appropriate), painting the facility and a portable AC for the conference room**

**Unanimous vote**

IT Hardware/Software

Mr. Wilson presented a financial request to upgrade internet access, emails and the phone system. Mr. Wilson noted the current T1 line system had insufficient broadband capacity to print MUNIS tax bills. The CFO noted he received a firm bid of \$22,624 for the upgrade, and that the request included a cushion for unforeseen issues when dropping the lines into each office. "aNetworks" of Rockland entered into a service agreement with SSTTDC.

The Board was informed of a recent local business gathering hosted by Abington Bank. The CFO had collected several of their business cards for future bid solicitations, and planned to host a seminar on the bid requirements here at the Base. Mr. Connolly thanked the CFO for raising awareness to the local businesses.

The Chairman was informed the upgrade would provide almost unlimited expansion, would give full control of the system to the Corporation, and would allow remote access to emails and files, as well as disaster recovery - and would allow the Corporation to keep up with the development project.

Board Measure 11-036

**VOTED: Motion of Joseph Connolly, seconded by John Ward, that the Board of Directors raise and appropriate the sum of \$25,000 from Free Cash for the purpose of funding the costs associated with upgrading the IT infrastructure at SSTTDC**

**Unanimous vote**

Reserve Fund Transfer – Annual Raises

The CFO noted there were 4 full time and 2 part time members of the staff eligible for a FY12 raise (4.5%). The last increase occurred in July 2008 and the employee's share of health insurance costs increased 25% since that time.

Mr. Lavin thanked the CFO for the information he requested on salary positions, proposed increases, and a comparative salary survey. He stated he had the utmost respect and appreciation for the staff, but he could not support the salary increase because many folks were still out of work with increased health costs, and also noted the Town of Abington deferred consideration of all raises to later in the year.

Mr. Connolly noted the increase over the 4 year period would break down to a 1.5% per year which didn't cover health care increases. He agreed these were still difficult times, but he supported the salary increase.

The Chairman stated the increase would be effective on July 1, 2011 and was not retroactive, and that one full time employee retired and was replaced on a part time basis. He further stated the salary increase was the right thing to do, to keep good people in this organization and to maintain our service levels and our commitment to the SouthField project.

Board Measure 11-037

**VOTED: Motion of John Ward, seconded by Joseph Connolly, that the Board of Directors transfer the sum of \$20,407 from the (FY12) Reserve Fund for FY12 for the purpose of funding the costs associated with the grant of a 4.5% salary increase for the staff. Furthermore, that the CFO with the assent of the CEO is authorized to distribute said sum across the various salary line items to meet the intent of this measure**

**3-1 vote Mr. Lavin opposed**

Applicable Subdivision Board

Brian Brewer, civil engineer consultant for LNR, attended the meeting to present the revisions to the Phase 1A Definitive Subdivision Plan - to adjust the boundary between parcels R3B and R3C, to include the roadway and utility design for Privet Path, and the continuation of an alleyway connecting Thistle Lane to Privet Path.

Mr. Young noted that the roadway/utility work would most likely commence this construction season, and that a project review fee of \$12,000 would be held in reserve for continued inspectional services and oversight of utility and infrastructure work.

The Board was informed that Whitman Homes planned to purchase parcel R3B after the appeal period expired for this revision and submitted a site plan application for 6 residential lots (3 town homes/3 single family homes). A Zoning Enforcement Officer (ZEO) Public Hearing was scheduled for June 29<sup>th</sup>. If approved by the ZEO, the applicant would submit a Variance Request (for setbacks) to the Board of Directors. Mr. Young noted the Phase 1A Definitive Subdivision Plan was on land owned by LNR and that all utilities were underground.

Board Measure 11-031

**VOTED: Motion of John Ward, seconded by Joseph Connolly, to approve, with conditions, the Revised Phase 1A Definitive Subdivision Plans dated May 24, 2011 submitted by LNR South Shore, LLC. All conditions of the approval shall be as noted in the Certificate of Action to be recorded with the Norfolk County Registry of Deeds**

**Unanimous vote**

Mr. Young provided the Board with a status on construction activities, noting that 14 units (7 Whitman Homes/7 IBG Homes) were in various stages of construction on Parkview St. and Thistle Lane; and three apartment building foundations (Corcoran) were being constructed on Parkview St. and Trotter Rd. 16 Thistle Lane would most likely be the first occupied residence (move in next month), with additional move-ins in July and August. Corcoran construction could take 12 to 18 months and first move-ins would most likely take place next spring/summer. Whitman Homes submitted their second phase site plan review.

Eventide Senior Housing has expressed an interest in putting up a sales trailer across from LNR's Marketing Center this summer. They plan to break ground next spring and to submit a revised site plan for 24 additional independent living units with ground level podium parking for weather protection, etc. Mr. Young noted the East/West Parkway was making good progress. Barletta was working on bridges. MADOT received their Orders of Conditions from SSTDTC Conservation Commission and were working with NAVY on an official license to abate and demo Hangar 1. SSTDTC's License Request (for abatement & demo) would likely go to Navy next week.

Minutes

**VOTED: Motion of John Ward, seconded by James Lavin, to accept the minutes of the May 31, 2011 Board meeting.**

**3-0-1 vote Mr. Connolly abstained**

**VOTED: Motion of Joseph Connolly, seconded by John Ward to adjourn the meeting**

**Unanimous vote**

The meeting ended 7:35pm

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Mary Cordeiro, Recording Secretary

Jeffrey Wall, Chairman

Documents reviewed during the meeting:

Financial Measures

Phase 1A Definitive Subdivision Plan dated 5/24/11 & Certificate of Action

Food Establishment Permit Application