**AFFORDABLE HOUSING TRUST**

Meeting Minutes

August 9, 2018 – 6:30 pm

Library – Small Conference Room

**Present**: Nancy Chapman, Barbara Cox, Stephen Irish (Chair), Ruth Wagner *(Absent: Maura Curran)*

Meeting was called to order at 6:30 p.m.

**Acceptance of Agenda:** A MOTION was made by Mr. Irish to accept the agenda; Seconded by Ms. Wagner; All in Favor (4:0)

**Discussion - Home Inspection Report for 11 Nelson Road**: Ms. Cox discussed the results of the home inspection with the members. The buyer has requested the following repairs:

1. Replace the roof along with any rotted wood on the building exterior
2. Paint the exterior of the unit
3. Have hot water turned on by a plumber who will also check all fixtures
4. Cut back tree limbs touching the unit
5. Re-hang the front gutter
6. Replace the rusted electrical box and have GCFI plug in kitchen repaired
7. Replace door knobs in master bed/bath
8. Acquire a refrigerator for the unit
9. Replace the rug in the living room.

**Vote on Repairs to be Made Prior to Sale:** A MOTION was made byMr. Irish to do the required repairs using discretion and to spend a reasonable amount of money per repair; seconded by Ms. Wagner; all in favor (4/0).

The Board agreed to make Ms. Cox the point person for the repairs.  Ms. Chapman agreed to get the rug replaced and to find a painter. Mr. Irish will do the tree work and painting if we cannot get a professional painter to do the work. Ms. Cox will hire the appropriate people to do the rest of the work and will purchase a refrigerator.

It was agreed that the Trustees will go in before closing to clean the unit.

There were no walk-ins.

A motion to adjourn was made at pm; all in favor.

*Submitted by:*

*Mary Sprague, Administrative Assistant*