

CONCORD HOUSING & REDEVELOPMENT
Board of Commissioners
Regular Monthly Minutes
July 3rd, 2013

The Concord Housing & Redevelopment’s Board of Commissioners met July 3rd, 2013 at 23 Green Street Concord, NH 03301.

- I.** Chairperson Jerry Madden called the meeting to order at 8:01am and asked for roll call. The response:

PRESENT	ABSENT
	Commissioner Pollack
Commissioner Fowler	
Commissioner Madden	
Commissioner Burger	
Commissioner Rounds	

Also present at the meeting were Housing Authority Staff: John Hoyt, Executive Director and Heather Sargent, Director of Administration.

- II.** The Chair called for a motion on the June 5th, 2013 meeting minutes. Commissioner Rounds moved the motion and Commissioner Burger seconded it. All were in favor and the motion passed unanimously.
- III.** The Chair then called for a review of General Correspondence. Mr. Hoyt shared the announcement by e-mail that was circulating regarding the election of Commissioner Madden to Chair. There was no other correspondence so the period was declared closed.
- IV.** The Chair then opened the floor for public comment. There was no one from the public present and the period was declared closed.
- V.** The Chair then called attention to the Old Business portion of the agenda:
1. **Update on Federal Funding:**
 Mr. Hoyt reported that based on information in the trade newsletter from PHADA, the White House budget increases our funding from 2013 levels while the House budget keeps funding level with 2013. He believes the Senate’s budget will be out before summer break.
 2. **Other:**
 The proposed units at JFK are going through the city’s process. Mr. Hoyt expects the plan to go through the Architectural Review Committee July 9th, the Zoning Board July 10th and the Planning

Board July 17th. Mr. Hoyt explained that he would be discussing the two waivers being requested to the Zoning Board himself.

There was no further Old Business to be discussed and the period was declared closed.

VII. The Chair then called attention to the New Business portion of the agenda:

1. RESOLUTION #1300: Resolution Authorizing the Executive Director to enter into a contract with RC Kellogg Construction to replace the three roofs at the Boucher Development in the amount of \$29,500.00.

Mr. Hoyt explained that this project was originally budgeted for next year, but the 2012 Capital Fund has a \$24,000 surplus in the contingency account. He also expressed that the roofs are in need of repair sooner than expected. He pointed out that RC Kellogg was the lower of the two bids that were returned and that they have done work for us in the past that went well. Commissioner Fowler moved the motion be accepted and Commissioner Burger seconded it. All were in favor and the motion passed unanimously.

2. Other:

Sarah McDermott, CH&R Staff, updated the Board regarding tenant issues. She fielded questions on the current status of pests at our properties and the MVDC program at Jennings Drive. Mr. Hoyt pointed out that occupancy rates have been running between 99-100% and indicated that Sarah had been helping out the occupancy staff.

Mr. Hoyt informed the Board about the City's idea that would have CH&R acquire the Employment Security building and hold it for the City to redevelop in the future. Mr. Hoyt explained that this kind of transaction is an example of how we could act as the Redevelopment Authority for the City. At this time it is just an idea.

Commissioner Fowler asked about the eviction at Parmenter Place. Ms. Sargent assured him the eviction was still underway, but since there has been no criminal conviction in the matter we are proceeding cautiously.

There was no other New Business to be discussed and the period was declared closed.

The Chairperson asked for a motion to adjourn. Commissioner Rounds moved the motion and Commissioner Burger seconded the meeting be adjourned. The motion to adjourn was passed unanimously and the meeting was declared over at 8:38 am.