CONCORD HOUSING & REDEVELOPMENT
Board of Commissioners
Annual Meeting Minutes
June 5th, 2013

The Concord Housing & Redevelopment's Board of Commissioners met June 5th, 2013 at 23 Green Street Concord, NH 03301.

I. Chairperson Ari Pollack called the meeting to order at 8:57am 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, Craig Dunning, Special Projects, and Heather Sargent, Director of Administration.

II. The Chair called for a motion on the May 1st, 2013 meeting minutes. Commissioner Rounds moved the motion and Commissioner Madden 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 letter from City Manager, Tom Aspell, reappointing Commissioner Fowler and Pollack for another five year term to the Board. There was no other correspondence so the period was declared closed.

IV. The Chair then opened the floor for public comment regarding the Annual Plan. There was no one from the public present and the period was declared closed.

V. The Chair then opened the floor for general public comment. There was no one from the public present and the period was declared closed.

VI. The Chair then called attention to the Old Business portion of the agenda: There was no 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 #1298: Resolution Approving the Annual Plan and Policies.

Mr. Hoyt reminded the Board that language about the addition of units at JFK had been previously e-mailed to them. He also stated that the changes to the plan had been posted in the paper, on the website and a tenant meeting had been conducted at JFK and there had been no comments of significance. Commissioner Fowler moved the motion be accepted and Commissioner Burger seconded it. All were in favor and the motion passed unanimously.

2. RESOLUTION # 1299: Resolution approving the FYE 2014 Annual Budget.

Mr. Hoyt explained that the budget contained figures for the Central Office Cost Center (COCC), AMP 1, AMP 2 and the Section 8 program. The only item he changed from the draft issued last month was the projected Tenant Income in the AMP's. He explained that whereas HUD's budget is unknown, he took 2012 funding levels and adjusted them down by 5%. He also stated that there are no increases for staff in the budget. Commissioner Madden asked what the line item "Tenant-Other" was. Mr. Hoyt explained this was for expenses like the food pantry operated out of the Crutchfield building. Commissioner Burger clarified that the budget for Pitman Place was not included in the AMP's. Commissioner Fowler inquired about how the budget for Section 8 was made. Mr. Hoyt responded that it was his best estimate and that he did expect to break even at least through the end of this fiscal year. Commissioner Fowler moved the motion be accepted. Commissioner Madden seconded it. All were in favor and the motion passed unanimously.

3. Other: Election of Officers

Commissioner Madden was nominated to serve as Chairperson and Commissioner Pollack was nominated as Vice Chair. Commissioner Burger moved that these Commissioners be appointed as nominated. Commissioner Rounds seconded it. All were in favor and the motion passed unanimously.

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

The newly appointed Chairperson asked for a motion to adjourn. Commissioner Pollack moved the motion and Commissioner Fowler seconded the meeting be adjourned. The motion to adjourn was passed unanimously and the meeting was declared over at 9:18 am.