

CONCORD HOUSING & REDEVELOPMENT
Board of Commissioners
Regular Monthly Minutes
September 5th, 2012

The Concord Housing & Redevelopment's Board of Commissioners met September 5th, 2012 at 23 Green Street Concord, NH 03301.

- I.** Chairperson Ari Pollack called the meeting to order at 8:05am 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 August 8th, 2012 meeting minutes. Commissioner Rounds moved that the meeting minutes be approved. Commissioner Madden seconded the motion. The motion passed unanimously.
- III.** The Chair then called for a review of General Correspondence. There was no correspondence and the period was declared closed.
- IV.** The Chair than 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. RESOLUTION #1285: Annual Plan**
Mr. Hoyt presented the Board with the updated Plan. However the annual purge of the waitlist had not been completed prior to the meeting as expected. Commissioner Rounds moved the motion be accepted as updated and Commissioner Madden seconded it. The motion passed unanimously.

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

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

1. RESOLUTION #1288: FY 2013 Fair Market Rent Rate

Mr. Hoyt recommended that we keep FMR's at 100% as Section 8 participants are able to lease up in a reasonable amount of time and rates are reasonable to the Concord area. Commissioner Fowler moved the motion be accepted and Commissioner Madden seconded it. The motion passed unanimously.

2. RESOLUTION #1289: Utility Allowance Schedule

Mr. Hoyt explained that the schedule would be effective for FY 2013 and was adopted from NHHFA's annual study of area rates. Commissioner Rounds moved the motion be accepted and Commissioner Fowler seconded it. The motion passed unanimously.

3. RESOLUTION #1290: Central Office Cost Center-Nonfederal Funds

Mr. Hoyt informed the Board that CH&R has \$525,000 of de-federalized funds have accumulated in recent years in the COCC. This Resolution asks the Board to approve moving \$400,000 of de-federalized funds to the Development Corp. Commissioner Madden asked if this type of transfer was done on a schedule. Mr. Hoyt responded that there is no set schedule as he has been waiting to see how HUD regulates the COCC. Commissioner Pollack suggested a bi-annual schedule. Commissioner Fowler moved the motion be accepted and Commissioner Rounds seconded it. The motion passed unanimously.

4. Other:

Mr. Hoyt presented the FY 2013 Board meeting dates and the FY 2012 lease-up figures for all properties. He informed the Board that as of September 8th all but one unit at Lee Ave. will be occupied.

Mr. Hoyt also presented the City's RFP for the Tannery site. As part of the RFP the City is giving applicants 45 days to submit a plan. Any agency/developer will be required to pay taxes. The City is offering a developer environmental clean-up of the site, public utility work, roads and sidewalks. The developer must agree to incorporate a river walkway accessible to the public.

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

Commissioner Pollack asked for a motion to adjourn. Commissioner Rounds moved the motion and Commissioner Madden seconded the meeting be

adjourned. The motion to adjourn was passed unanimously and the meeting was declared over at 8:34 am.