

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

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

- I.** Chairperson Ari Pollack called the meeting to order at 8:01 am 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 March 6th, 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. There was none so the period was declared closed.
- IV.** The Chair then opened the floor for public comment. Mr. Hoyt noted that the City is requiring CH+R to submit all agendas and minutes to them on a monthly basis so that they may be made accessible to the public via the City's new website. 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. Federal Funding**
Mr. Hoyt stated that, although it has not been confirmed, it appears that we will be funded at 2012 levels minus approximately 4.5% as a result of the Sequester. Mr. Hoyt said this would be a loss of \$90,000 with Section 8 Administrative fees being heavily affected.

2. Other

Commissioner Pollack inquired about the progress of the "PNA/Green" audit HUD is requiring. Mr. Dunning stated that he is completing inventory lists as we annually inspect the Public Housing stock and becoming accustomed to HUD's software. Commissioner Pollack asked if we would be outsourcing any portion of the audit. Mr. Dunning replied that the energy piece would need to be outsourced. Mr. Hoyt commented that probably this time next year we would be issuing an RFP for this work to be completed.

Commissioner Madden asked about Mr. Hoyt's experience of the recent Commission to End Homelessness meeting they both had attended. Mr. Hoyt believed that the only way for anything to be successful was to have a paid staff person to head the coordination of existing agencies. Commissioner Madden pointed out that there are some homeless people that cannot be helped and that the need for more landlords around the table would be helpful. Commissioner Pollack asked what the Mayor's position on hiring is. Commissioner Madden stated that he believes the Mayor is supportive, but does not see the City taking the lead on creating or funding a position. Commissioner Madden stated that there will be public comment on the issue throughout the summer.

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 #1295

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO FILE WITH HUD AN APPLICATION FOR CREATING 6 NEW UNITS OF LOW INCOME HOUSING.

Mr. Hoyt explained that this is HUD's disposition application so that the unused space within the John F. Kennedy Building can be repurposed into units. He stated that it is the same application that was completed when the space at Crutchfield was converted into Pitman Place.

Commissioner Rounds moved the resolution and Commissioner Madden seconded; all were in favor and the motion passed unanimously.

2. Resolution #1296

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO FILE WITH NHHFA AN APPLICATION FOR FUNDING UNDER THE SPECIAL NEEDS

HOUSING PROGRAM WITH THE INTENT OF CREATING 6 NEW UNITS OF LOW INCOME HOUSING.

Mr. Hoyt stated that NHHFA will be scoring the application at their April meeting and he believes that \$500,000 will be earmarked for this project. He predicts that construction would not begin until late fall. Commissioner Madden asked if this would be reflected as a non-payable loan on the books. Mr. Hoyt replied that it would for the first 30 years then we would have the option to renew or pay it off. Commissioner Pollack asked if variances would need to be filed with the City. Mr. Dunning replied that the variances would be similar to the ones that were sought when Pitman Place was built.

Commissioner Rounds moved the resolution and Commissioner Madden seconded; all were in favor and the motion passed unanimously.

3. Resolution #1297

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO FILE WITH NHHFA AN APPLICATION FOR FUNDING UNDER THE TECHNICAL ASSISTANCE PROGRAM WITH THE INTENT OF CREATING 6 NEW UNITS OF LOW INCOME HOUSING.

Mr. Hoyt explained that this is a \$30,000 loan for technical assistance in developing the architectural and engineering designs for the 6 new units. If the project goes through, the loan is rolled into the budget for the project. Commissioner Pollack asked what assistance the money could be spent on. Mr. Hoyt replied that any consultant fees could qualify.

Commissioner Rounds moved the resolution and Commissioner Madden seconded; all were in favor and the motion passed unanimously.

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

Commissioner Pollack asked for a motion to adjourn. Commissioner Burger 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 8:50 am.