CONCORD HOUSING & REDEVELOPMENT Board of Commissioners

Regular Monthly Minutes November 7th, 2012

The Concord Housing & Redevelopment's Board of Commissioners met November 7th, 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 October 3rd, 2012 meeting minutes. Commissioner Burger asked that in Section IV. "than" be changed to "then." Commissioner Fowler moved that the meeting minutes be approved with Commissioner Burger's change. Commissioner Rounds seconded the motion. The motion <u>passed</u> unanimously.
- **III.** The Chair then called for a review of General Correspondence. Mr. Hoyt presented the CH&R November newsletter.

There was no further 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. 5-9 North Main Street

Mr. Hoyt reminded the Board that this property has been on the market for two months at \$595,000 and is owned by Michael Cohen. It is currently home to the Let's Dance Studio, Imagination Village and the old Suitcase store. The dance studio pays \$3.19 per square foot and Imagination Village pays \$14.40 per square foot and they are month-to-month renters. After looking at the property, Mr. Hoyt and Mr. Dunning

believe it will need approximately \$125,000 in improvements. Mr. Hoyt stated that the Suitcase store has been vacant for at least two years and a new property at 9-15 Depot Street was just listed for \$575,000 and has five tenants.

The general consensus from the Board was the asking price was too high for 5-9 North Main Street. However it may be a good opportunity for a lower price. There are many variables including the pending Main Street construction, parking and access via elevator to the upper floors that are unknown at this time. The Chairperson asked for a motion to Table the discussion. Commissioner Fowler moved this motion and Commissioner Madden seconded it. The motion to <u>Table</u> the discussion was 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 #1291: Resolution approving the Section 8 SEMAP Certification.

Mr. Hoyt explained that this is the annual HUD certification indicating that we are operating the Section 8 program according to regulations. Commissioner Rounds moved the Resolution be accepted and Commissioner Fowler seconded it. The motion <u>passed</u> unanimously.

2. RESOLUTION #1292: Resolution authorizing the Executive Director to enter into a contract with Tri State Hood & Duct Inc. to clean ductwork in Pitman at a price of \$17,200.

Mr. Hoyt explained that there was money left in the 2011 Capital Fund Contingency acct that would cover this. He pointed out that the ducts have not been cleaned since 1973 and several are clogged. He added that this was the lowest bid out of two. The third agency invited to bid did not submit anything by the deadline. Mr. Dunning explained that the process will be extensive and will involve thorough cleaning of the vents in all apartments. Commissioner Fowler moved the motion be accepted and Commissioner Burger seconded it. The motion <u>passed</u> unanimously.

Commissioner Fowler asked about the latest on Walker School. Commissioner Pollack thought that the Concord Group was the most viable option, but that would leave their current building vacant.

3. Presidential Election Funding Predictions

Mr. Hoyt stated that he did not believe that the budget would be any lower than his predictions. He has calculated this year's budget based on 80% of the current funding levels. Mr. Hoyt will be attending a conference in January that will address future funding issues. Commissioner Burger inquired whether funding is moving toward performance based measures. Mr. Hoyt said it was however those agencies that operate with efficiency and save money will be penalized because HUD will make them work with less. Commissioner Burger also asked if HUD was moving toward divesting. Mr. Hoyt stated that the Government is not interested in owning Public Housing properties and things seem to be moving in that direction however the timetable is unknown.

4. Other

Mr. Hoyt stated that we have recently had an outbreak of bed bugs at Jennings Drive within the Asian refugee families and have had to spend resources remedying it. The other properties are quiet in this regard as we continue monthly pest control inspections with JP Pest.

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 <u>passed</u> unanimously and the meeting was declared over at 8:50 am.