

CONCORD HOUSING & REDEVELOPMENT
Board of Commissioners
Annual Meeting Minutes
July 11th, 2012

The Concord Housing & Redevelopment’s Board of Commissioners met July 11th, 2012 at 23 Green Street Concord, NH 03301.

- I.** Chairperson Ari Pollack called the meeting to order at 8:31am 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, 2012 meeting minutes. Commissioner Rounds moved that the meeting minutes be approved. Commissioner Fowler seconded the motion. The motion passed unanimously.
- III.** The Chair then called for a review of General Correspondence. Mr. Hoyt informed the Board of the upcoming Friends Program golf tournament and invited the Commissioners to sign up through CH&R. There was no other correspondence and the period was declared closed.
- IV.** The Chair than opened the floor for public comment. Mr. Hoyt informed the Board that a Public Notice had been put in the local paper 60 days prior inviting the public to the Annual Meeting.
- 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:
- 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:

2. RESOLUTION #1285: *Resolution approving the Annual Plan and Policies.*

Commissioner Fowler asked about the availability of Capital Funds. Mr. Hoyt replied that there is never enough money given to cover the needs. He further expressed that the elevators in the high-rise buildings are the last big ticket items that need improvement. Commissioner Rounds asked for clarification on items throughout the Plan that seemed outdated. Commissioner Pollack asked for a motion to Table the Resolution so that portions could be updated. Commissioner Fowler moved the motion to Table the Resolution. Commissioner Madden seconded it and the motion was passed unanimously. Mr. Hoyt will update the document and distribute it for discussion in August.

3. RESOLUTION #1286: *Resolution approving the FYE Annual Budget.*

Mr. Hoyt reported that the net change from last year's budget is about \$6,000. Commissioner Pollack pointed out the only change from the draft was the addition of a 3% pool of money that could be used for staff raises at the discretion of Mr. Hoyt. Commissioner Rounds moved the Resolution be accepted. Commissioner Madden seconded it and the motion passed unanimously.

4. RESOLUTION #1287: *Resolution authorizing the Executive Director to enter into a contract with Advance Sitework in the amount of \$60,906 for the purposes of rehabbing walkways/public access/parking/green space at Kennedy, Boucher and Crutchfield.*

Mr. Hoyt reported that Advance Sitework out of Bow submitted the lowest Bid, however it is \$1,406 higher than what was budgeted in 2012 Capital Fund for the work to be completed. Commissioner Pollack asked where the additional money would come from. Mr. Hoyt reported that the Capital Fund has contingency money to cover the overage. Commissioner Fowler moved the Resolution be accepted. Commissioner Rounds seconded it and the motion passed unanimously.

5. Election of Officers

Mr. Hoyt announced that nominations should and would be accepted for Chair and Vice-Chair to serve one year terms. Commissioner Fowler suggested Commissioner Pollack continue as Chair for another term. Commissioner Pollack accepted the nomination and Commissioner Madden volunteered to serve as Vice Chair. Commissioner Burger moved the motion that Commissioner Pollack continue as Chairperson and

Commissioner Madden serve as Vice Chair for the next year.
Commissioner Rounds seconded the motion and it passed unanimously.

6. Other

Mr. Hoyt brought to the attention of the Board information that Concord/Royal Gardens was being put on the market with an appraised value of \$19.9 million dollars. He stated that CH&R was the only in-state organization offered the opportunity to bid from the General Partner. Commissioner Fowler asked about the contract for the Project Based Vouchers. Mr. Hoyt answered that the contracts are year-to-year now however there seems to be continued support in Washington to keep PBV programs funded. Commissioner Burger asked about the appraisal methods. Mr. Hoyt said that it was based on three different methods and all came out close to the \$19.9 million. He also stated that he had in-hand five years of audit reports that showed cash flow in the amount of 1.4 million annually and the current HUD contract for the property. He stated that it is currently financed through an FHA guaranteed mortgage and NHHFA is the asset manager. Commissioner Pollack stated that there would be no place for CH&R to bid if it was going to be purchased privately and kept as affordable, rental housing. Mr. Hoyt was asked to keep the Board apprised of the progress of the bidding and try to ascertain whether a private purchaser would be looking for a change of use.

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

Commissioner Pollack asked for a motion to adjourn. Commissioner Madden 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 9:07 am.