

**CONCORD HOUSING AND REDEVELOPMENT
Board of Commissioners Meeting Minutes
December 7th, 2011**

The Concord Housing and Redevelopment’s Board of Commissioners met December 7th, 2011 at 23 Green Street Concord, NH 03301.

- I.** Chairperson Ari Pollack called the meeting to order at 8:15am and asked for roll call. The response:

PRESENT	ABSENT
Commissioner Pollack	
Commissioner Fowler	
Commissioner Madden	
Commissioner Burger	
Commissioner Rounds	

Also present at the meeting: Housing Authority Staff; John Hoyt Executive Director and Heather Sargent, Director of Administration.

- II.** The Chair called for a motion on the November 2nd, 2011 meeting minutes. Commissioner Fowler moved that the meeting minutes be approved. Commissioner Rounds seconded the motion. The motion passed unanimously.
- III.** The Chair then called for a review of General Correspondence. Mr. Hoyt presented the Chamber insert and NH Business Review that highlighted the 23 Green Street project. He stated that HUD’s 2012 budget may be released by 12/15 and looks like the Capital and Operating Funds will be at 95% of last year’s levels and the Housing Choice Voucher funds will be at 93%. However rumor of a continued resolution is a possibility too. He presented the December CH&R newsletter that goes to all residents. He also presented abutter’s notices sent to CH&R regarding the former Friendly Kitchen building and signage for the Smile Building.

There was no other correspondence and the period was declared closed.

- IV.** The Chair then called attention to the Old Business portion of the agenda:

Mr. Hoyt reported that the cold weather shelter will be opening at the Tobey School under David Keller’s direction. To date, the city has not approached CH&R about this project.

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

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

1. Resolution #1279 – MASS Certification

Mr. Hoyt asked the Board for approval of this annual report to HUD on the performance of the Public Housing Program. There were no abnormalities to report and our scores in the past have been in synch with local housing authorities. Commissioner Rounds moved the motion be approved and Commissioner Madden seconded. All were in favor and the motion passed unanimously.

2. Resolution #1280 – SEMAP Certification

Mr. Hoyt asked the Board for approval of this annual report to HUD on the performance of the Housing Choice Voucher program. There were no abnormalities to report and our scores in the past have been in synch with local housing authorities. Commissioner Fowler moved the motion be approved and Commissioner Burger seconded. All were in favor and the motion passed unanimously.

3. Resolution #1281 – Associated Concrete Coverings Contract

Mr. Hoyt asked the Board for approval of a \$10,930 contract to seal the southeast corner of the Crutchfield Building due to leaking during rain storms. Commissioner Pollack asked if this work was within the budget. Mr. Hoyt reported that it was however that this is a small fix to a larger problem. Commissioner Pollack asked if there had been any other quotes. Mr. Hoyt responded that there had not been, but this company was the best in the business. Commissioner Fowler moved the motion be accepted. Commissioner Burger seconded the motion. All were in favor and the motion passed unanimously.

4. Other

Commissioner Fowler inquired about the Employment Security building. Mr. Hoyt reported that the city will most likely be granted the right for first refusal and put out an RFP. They will then take what they see as the best idea and present it to the State.

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

Commissioner Pollack asked for a motion to adjourn. Commissioner Fowler moved the motion and Commissioner Rounds seconded the meeting be adjourned. The motion to adjourn was passed unanimously and the meeting was declared over at 8:40 am.