

**CONCORD HOUSING AUTHORITY**  
**REGULAR MEETING – April 4, 2019**

**BOARD MINUTES**

**Roll Call:**

The meeting was called to order at 6:01 p.m. by Chair, Richard Eifler

**MEMBERS PRESENT**

Richard Eifler  
Todd Benjamin  
Edward Larner  
Hester Schnipper

**MEMBERS ABSENT**

Fatima Mezdad

**OTHERS PRESENT**

Marianne Nelson  
Linda Escobedo  
Patty Keane  
Lois Suarez  
Patty Keane  
Vince Carlson  
Doris Audette

**CONSENT AGENDA:**

- a. To approve Board Minutes of the Regular Meeting of Joint Housing Meeting of February 7, 2019 and regular meeting of March 7, 2019 all members having received copies
- b. To approve Howard Gordon Financials-February 2019
- c. To approve bills and checks paid in March 2019
- d. Review TAR Credit Adjustments- March 2019
- e. Director's Notes

Upon motion made by Todd Benjamin and seconded by Edward Larner it was unanimously

**VOTED:** to approve the consent agenda as read with the exceptions of “b” and “e” to be further discussed under old business.

**OLD BUSINESS:**

Item “b”-Marianne wanted to bring to the attention of the Board the line item “Contract Costs” in the financials. They are running a little high and after speaking with Howard Gordon, fee accountant it was determined that we should be able to stay within budget through the end of FY19. Mark and Marianne will closely monitor any spending.

Item “e”- Todd asked about the HUD repositioning. Marianne explained that the conference call arranged by HUD had been cancelled twice and has been re-scheduled to April 8.

Upon motion made by Edward Larner and seconded by Hester Schnipper it was unanimously

**VOTED:** to approve the items “b” and “e” of the consent agenda.

The Gerow feasibility study has been completed. Three possible scenarios were presented in the study. Scenario #1 is predicated on retaining the access road and is not functional as the placement of the house would be too close to the access road.. Scenario #2 is predicated upon a 99- year lease agreement between the Town and the Commonwealth to access the park over the BF Rail trail. Scenario #3 is optimal as it would be predicated on the successful negotiation of a permanent Right of Way over the BF Rail trail.

Upon motion made by Edward Larner and seconded by Hester Schnipper it was unanimously

**VOTED:** to accept parcel and pursue the construction of an affordable home subject to the successful negotiation of park access crossing over the BF Rail trail.

The other Affordable Housing Town meeting warrant articles were discussed. Todd asked if there are tenants, past or present who might be willing to share their personal stories in support of the articles. Fatima has impressed many at town meetings and forums with her personal statement and it was agreed that she would be a great voice if willing. Marianne will reach out to others who have at times expressed a willingness to support the HA in a public forum either by writing a letter or speaking.

Rick spoke to the Board about Marianne’s contract extension which is to end on August 3, 2019. Even though Marianne’s contract ends on August 3, he feels it would make more sense to execute a one year contract on July 1 that would end and coincide with the CHA year end of June 30, 2019.

Upon motion made by Hester Schnipper and seconded by Edward Larner it was unanimously

**VOTED:** to approve a one-year contract signed by Richard Eifler for Marianne Nelson from July 1, 2019 through June 30, 2020 for \$91,913.00, an amount previously approved by CHA Board on February 1, 2018.

Marianne discussed the new Fair Market Rents (FMR) established by HUD and how they affect the flat rent. The Board previously voted to raise the Concord Payment Standard to 105% because Section 8 voucher holders were finding it very difficult to find one bedroom units in town where they could use their voucher. The FMRs for Concord received a generous increase effective April 15, 2019 and Marianne asked if the board would like to decrease the Payment Standard for a one bedroom back to 100%, which is now set at \$1,801.00. A public comment from Linda Escobedo was considered as she suggested that keeping the PS at 105% would help keep up with the rising rents in Concord. All agreed with this.

Upon motion made by Hester Schnipper and seconded by Todd Benjamin and with was with one abstention from Edward Larner it was

**VOTED:** to approve Concord Payment Standards at 100% of the FMR for multiple bedrooms and at 105% for one bedrooms and the flat rent at 80% of the FMR minus utilities.

Marianne enclosed CHA Recreational Policies for review. It is suggested that we include exterior fires and the use of gas grills in the policy. The Board asked that Marianne add this language to the policy and bring it back to the Board for approval in May.

Ed updated the Board on the newly forming LTO. Several motivated tenants have stepped up to help with the task of recruiting members and electing officers. The LTO will be looking for office space as well as a budget for a printer, supplies and training for the members. Once an MOU has been worked out with the HA management, by-laws will be presented to the CHA Board for recognition of the LTO. The group is looking to officially form over the next couple of months.

Marianne asked if any members wanted to attend the MassNahro Spring conference. Rick is interested in the HUD re-positioning session and Todd thought there were many sessions of interest. He will contact Marianne so she can register him if he decides to go.

Upon motion made by Hester Schnipper and seconded by Todd Benjamin it was unanimously

**VOTED:** to adjourn the meeting.

The meeting was adjourned at 7:25 p.m.

Respectfully submitted by:

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Marianne Nelson  
April 4, 2019

Summary of Documents referenced include the following:

- Board minutes of Regular joint meeting of February 7, 2019
- Board minutes of Regular meeting of March 7, 2019
- Howard Gordon's Financials- February 2019
- Bills and Checks paid in March 2019
- TAR credit adjustments, March 2019
- Executive Director contract cover letter
- Executive Director contract effective July 1, 2019
- Letter KP law
- New HUD FMRs and Flat rents effective April 15, 2019
- Recreational Policies
- Gerow feasibility study, Ricks Eifler's questions and responses
- MassNahro Spring conference agenda
- Director's Notes