

CONCORD HOUSING AUTHORITY
REGULAR MEETING – June 6, 2019

BOARD MINUTES

Roll Call:

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

MEMBERS PRESENT

Rick Eifler
Todd Benjamin
Hester Schnipper

MEMBERS ABSENT

Fatima Mezdad
Edward Larner

OTHERS PRESENT

Linda Escobedo
Doris Audette
Vince Carlson
Lois Suarez
Patty Keane
Clare Gordon
Howard Gordon, CPA
Marianne Nelson

CONSENT AGENDA:

- a. To approve Board Minutes of the Regular Meeting of May 2, 2019
- b. To approve Howard Gordon's Financials-April 2019
- c. To approve bills and checks paid in May 2019
- d. To review TAR credit adjustments-May 2019
- e. Approve Certificate of Final Completion and Application of Payment in the amount of \$ 7,890.00, WP067097, Site Improvements, Inc.
- f. DHCD PHN 2019-12 Clarification of Regulatory Definition of Homeless Applicant.
- g. DHCD PHN 2019-13 -Technical Assistance for Vacant Land Development
- h. DHCD PHN 2019-14-NOFA- Public Housing Innovation
- i. DHCD PHN 2019-15-Blanket waiver for retroactive TAFDC payments
- j. Director's Notes

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

VOTED: To approve the consent agenda with the exception of items 'e', 'h' and 'j' to be further discussed under Old Business.

Resolution 060619.2

OLD BUSINESS

Item 'e'- Todd asked about documentation for this agenda item. Marianne verified that this was not sent in the Board packet but was available for review at this meeting.

Item 'h'- Todd had questions about the PHN notice. This NOFA is for development of units where there is a minimum number of units required; projects too big for the CHA to take advantage of.

Item 'j'- Rick had a question on the Vacancy Waiver in the DNs. Marianne explained that due to CHAMP, it was taking longer than unusual to fill units and it was necessary for the CHA to request a waiver.

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

VOTED: To approve consent agenda items 'e', 'h' and 'j'

Resolution 060619.2

At this time, Rick invited Howard Gordon to present the FY 2020 state and federal budgets. The federal budget is due on June 30 and a board resolution must be sent into HUD by that date. DHCD guidelines have not yet been released so Howie's projections for the State portion are estimates based on prior year trends. 705 rents are down but that will mean a larger subsidy from DHCD. The federal budget uses a rental factor to determine subsidy. Because rents were high during the last year, our federal subsidy will go down. There was a brief discussion about maintenance salaries and Marianne may ask Howie to make that a change once state budget guidelines are released. Once those guidelines are released, Howie will prepare a final budget for Board approval. Howie feels that this is a good budget and the CHA remains fiscally sound.

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

VOTED: To approve FY2020 State and Federal Budget subject to the release of State Budget guidelines.

Resolution 060619.4.a

Rick and Marianne spoke to Howie about forming a non profit, 501c3 If the CHA goes ahead with re-positioning the Federal Public Housing, this step will be necessary in order to take ownership of the units as well as the ability for the CHA to accept donations and own other local properties. The Board discussed the re-positioning with Howie and the benefits of converting the units. The CHA could potentially more than double the money it now receives from the HUD program by converting to Section 8 project- based units. This would give the CHA more money to make capital improvements. Howie recommends that the CHA schedule the timing close to the end of the calendar year in order to avoid a long lapse in Section 8 subsidy. Marianne has a conference call scheduled later in the month with RECAP advisors, a firm that handles HUD re-positioning, and Valarie Turner from the Boston office.

Howie was also able to provide further clarification on the Section 8 inflation factor. The CHA has been awarded an increase of 15%, equal to approximately \$180,000.00. The CHA is presently fully leased. The increase in newly released HUD FMRs will probably absorb this within the next two years.

Ed submitted a written report on the Riverbend Condo meeting for Board review.

Rick asked if anyone from the public wanted to comment on the newly forming LTO. Lois Suarez reported that the election had taken place and that sealed ballots were in the possession of their representative from Mass Union and once Ed returns, the ballots will be verified by the CHA office and counted.

Marianne explained the new amendment to the Section 8 Admin. Plan, that the centralized wait list is changing vendors as of July 1. This requires Board approval.

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

VOTED: to approve the amendment to the Section 8 Admin Plan

Resolution 060619.4.b

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

VOTED: to adjourn the meeting.

The meeting was adjourned at 7:10 p.m.

Respectfully submitted by:

Marianne Nelson

June 6, 2019

Summary of Documents referenced include the following:

- Board minutes of Regular meeting of May 2, 2019
- Howard Gordon's Financials- April 2019
- Bills and Checks paid in May 2019
- FY2020 Federal and State Budget
- TAR credit adjustments, May 2019
- Certificate of Final Completion WP067097, Site Improvements
- Application for Final Payment in the amount of \$7,890.00 to Site Improvements WP067097

- PHN 2019-12- Clarification of Regulatory Definition of Homeless Applicant
- PHN 2019-13 Technical Assistance for Vacant Land Development
- PHN 2019-14- NOFA-Public Housing Innovation
- PHN 2019-15- Blanket Waiver for Retroactive TAFDC payments
- Director's Notes
- Board Resolution-Federal Operating Budget
- Riverbend Condo notes-Ed Larner
- On call maintenance survey
- Section 8 Admin Plan amendment