



CITY OF CONCORD

NEW HAMPSHIRE

City Hall - 41 Green Street - Concord, NH 03301 - tel. (603) 225-8510 - fax (603) 228-2701

COMMUNITY DEVELOPMENT ADVISORY COMMITTEE MINUTES SPECIAL MEETING July 16, 2012

As this meeting was scheduled due to an emergency loan request, there was no formal agenda prepared.

The meeting was convened at 5:00 P.M. in the City Council Chambers, 37 Green Street, Concord, NH 03301.

Present: Elizabeth Blanchard, Mark Coen, Leo Fraser, Michael Gfroerer, Jennifer Kretovic, and Amanda Grady Sexton

Absent: Jeff Bart, Allen Bennett, Nadine Salley, and Janet Sprague

Staff: Matt Walsh, Assistant for Special Projects
Bev Rafferty, Administrative Assistant

As neither the Chairperson nor the Co-Chair were present at today's meeting, Matt Walsh, Assistant for Special Projects, facilitated the meeting.

A loan application had been received from S. Smith of Modena Drive, Penacook, in the amount of \$1,250 for interior repairs of her home due to the replacement of a skylight. Work to be done is relocating a wall, relocating electric wires, related finish work.

Mr. Walsh explained that the only update to the report he submitted earlier to CDAC is regarding the \$62,000 student loan. Specifically, he stated that Ms. Smith is in the process of having this loan discharged due to her disability. However, at this time, the loan remains active and the applicant is presently responsible for repayment.

Members of CDAC inquired about the applicant's potential leasing of the loft space to a boarder. It was noted that this same space will potentially be repaid with City funds, at no cost to the applicant, thus the applicant would forgo direct costs of renovations and benefit financially because of the City's investment. Members of the committee wanted staff's opinion on this circumstance. Mr. Walsh noted that, in the past, CDAC and staff have been concerned about applicant's profiting from the City's emergency grant program and, as a general rule, it has not been permitted. That said, Mr. Walsh noted that the applicant has significant financial challenges and that the additional income a boarder might provide would be beneficial in this case.

Michael Gfroerer made a motion to approve the \$1,250 as a grant; seconded by Leo Fraser.

Discussion: There was brief discussion about the condo association not taking this additional work into consideration, the City hire a local builder rather than contract with the Condo Association's vendor, and one member inquired if the work was done without the homeowner's approval. Matt Walsh explained that he has spoken with a representative of the condo association who informed him that the Association's contract was limited to exterior improvements associated with the skylights only. Interior renovations were purposefully excluded as the interior of each unit is

unique and getting fixed pricing would be impossible. With respect to getting a local contractor, Mr. Walsh noted that it could be done, however, a lot of administration time had already gone into this application and securing a local contractor for such a small job is not a good use of the City's administrative resources.

Mr. Walsh clarified for the committee that a five year lien would be placed on the property so if Ms. Smith should sell before the lien expired, the city might get back some of the money. The contractor will have the work completed by the end of the month.

At this time a vote was taken on the motion to issue a grant in the amount of \$1,250; motion passed unanimously.

There was a brief discussion about CDAC having been able to do this request via e-mail vote but Mr. Walsh noted e-mail votes were discussed a few months ago and it was decided, per consultation with the City Solicitor, that email votes are not permitted under the State's right-to-know law.

Mr. Walsh also gave a brief update on the status of the Fisherville Cooperative sewer project. This will be discussed further at the July 25, 2012 CDAC meeting.

There being no further business, upon a motion duly made and seconded, with unanimous approval, the meeting adjourned at 5:25 P.M.

Respectfully Submitted,

Beverly A. Rafferty
Administrative Assistant