CONCORD HOUSING & REDEVELOPMENT
Board of Commissioners
Meeting Minutes
February 4, 2026

The Concord Housing & Redevelopment's Board of Commissioners met on December 10, 2025, at 23 Green Street, Concord, NH 03301.

I. Chairperson Whatmough called the meeting to order at 8:00 am and asked for roll call. The response was as follows:

PRESENT	ABSENT
Chairperson Jackie Whatmough- via Teams	
Vice Chair, Peter Burger- Via Teams	
Commissioner Jim Fowler	
Commissioner Jerry Madden- Via Teams	
Commissioner Dana Adams	

Also present at the meeting were Julie Palmeri, Executive Director and Keri Pasek, Director of Finance.

II. Chairperson Whatmough called for a motion on the December 10, 2025, meeting minutes. Commissioner Adams moved the motion and Commissioner Fowler seconded it. All were in favor and the motion passed unanimously.

III. Chairperson Whatmough called for a review of General Correspondence. There was none so the period was declared closed.

IV. Chairperson Whatmough then opened the floor for Public Comment. There was none so the Public Comment period was declared closed.

V. Chairperson Whatmough then called attention to the Old Business portion of the agenda.

Financial & Compliance:
Mr. Guyder from CBIZ presented the financials. All businesses are in strong financial shape.

Parmenter:
All necessary corrections have been submitted to the City with the exception of a required area of sidewalk that wasn't originally planned. The city and our architects have scheduled a meeting for later this week to discuss the requirement. The city is asking us to correct sidewalks that are already in place and are not part of the new units. There are currently steps on site that are not ADA accessible that are part of the existing sidewalk network. We are unsure if they are asking us to remove them. That was already approved, built, and signed off on in prior development.

A special thanks went to Commissioner Adams for meeting with our architects and staff on multiple occasions to go over the plans.

Elevators:
The elevator project specs have been approved, and the project is out to bid. We should have a contractor in place by the end of the month.

Jennings Drive:
- The boiler replacement has been completed.

Lee Ave
- The community has been resided and wrapped.

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

Ms. Palmeri reported the following:

Pitman Place and Thompson Square:
- The process of converting these units to Project based vouchers is complete. This will result in average rents of $1,654 per unit, which is a 291% increase over the previous average of $423 per unit. This should allow the properties to pay off their debt much faster and provide more excess revenue to the Development Corp.

Lee Avenue:
- Ms. Palmeri updated the Management Agreement and updated the management fee from $60 per unit to 8% of gross revenue per month. This will result in approximately twice as much revenue being distributed to the Development Corp each month.

Resident Services & Leasing:
- Ms. Palmeri reported that there were three vacant units in the portfolio. All but one are pre-leased and the other is expected to be leased this week.
- Resident activities have started to occur at the high rises. Bingo was played last week and there was an excellent turnout. CHA staff expects to do something with the residents at least monthly.
- We are in the process of implementing a mobile library for our public housing units.
- Ms. Palmeri attended the NERC Nahro conference earlier this week and learned about marketing the latest programs (FSS- MTW- ROSS) as well as Washington updates and other funding options.
- Ms. Palmeri reported that she'd been elected President of the New Hampshire Housing Authorities Corporation.

Closing:

There was no further New Business to be discussed, so the period was declared closed.

The Chair asked for a motion to adjourn. Commissioner Adams moved the motion, and Commissioner Fowler seconded it. The motion to adjourn passed unanimously and the meeting was declared over at 9:05 am.