



**SPECIAL MEETING MINUTES**  
**March 21, 2022**  
**via Zoom**  
**1:00 PM**

**1. Roll Call**

The meeting was called to order at 1:01 PM.

**Members Present**

Richard Eifler  
Stephanie Chrobak  
Stephan Bader  
Edward Larner  
Charles Phillips

**Members Absent**

**Others Present**

Jennifer Polito, Executive Director  
Kurt James, Esq.

**2. To review and approve CHA Local Properties and Concord H.A. documents including Deed, Ground Lease, Operating Agreement and Use Agreement**

Atty. James outlined respective documents. Members felt at this time it could complicate matters moving forward if the six current CHA Local Properties were included in materials. Members also asked clarification on Executive Director status at CHA vs. CHA Local Properties. Discussion was also held on PILOT payment for 18 units as well as financial reporting.

**VOTED: On a motion by Ms. Chrobak and seconded by Mr. Larner to approve the resolutions with the removal of 6 non-federal units in documents as discussed.**

**YES: Eifler, Chrobak, Bader, Larner, Phillips**

*Resolution 32122.1*

**4. Adjournment of Meeting**

**VOTED: On a motion by Mr. Bader and seconded by Mr. Larner to adjourn at 1:51 PM.**

**YES: Eifler, Chrobak, Bader, Larner, Phillips**

*Resolution 32122.2*

**Respectfully submitted by:**

**Jennifer M. Polito, Secretary**

**March 21, 2022**

Summary of Documents referenced include the following:

- Meeting Agenda
- Ground Lease
- Operating Agreement
- Use Agreement
- Resolutions