

**REGULAR MEETING  
BOARD OF COMMISSIONERS  
PORTSMOUTH HOUSING AUTHORITY  
245 MIDDLE STREET  
PORTSMOUTH, NH 03801  
OCTOBER 10, 2018 - 2:00 p.m.**

Chair Griffin declared a quorum and called the meeting to order at 2:10 p.m.

**I. ROLL CALL**

**PRESENT**

Chair Griffin  
Vice Chair Schwartz  
Commissioner Ferrini  
Commissioner Pickering.

**LATE ARRIVAL**

**ABSENT**

Commissioner Leith  
Commissioner Kennedy

Also Present: Craig Welch, Peter Roche, Ken Viscarello, Valerie Labrie and Sandi Coyle

**II. READING OF THE MINUTES** – September 12, 2018

**Commissioner Ferrini moved to waive said reading of the Minutes dated September 13, 2018 and accept as presented.**

**Commissioner Schwartz seconded the motion.**

**All were in favor and the motion carried.**

Chair Griffin acknowledged and congratulated Mr. Welch for his recent award.

Mr. Welch asked to delay the Executive Director's report until after Old Business out of courtesy for guest presenters, Mr. Peter Roche and Mr. Ken Viscarello.

Mr. Welch introduced and welcomed Sandi Coyle as the new Executive Assistant.

**Chair Griffin moved to delay the ED's report and conduct Old Business First.**

**III. OLD BUSINESS**

- Update on Court Street Workforce Housing Project

Mr. Welch introduced Mr. Ken Viscarello of Sheehan Phinney PHA Housing Development LTD has retained Mr. Viscarello because he specializes in Low-Income Housing Tax Credit projects, (LIHTC) and has extensive experience working with other housing authorities. Mr. Viscarello will be working alongside Mr. Bosen and our development team on the Court Street project. Mr. Viscarello gave a presentation on how LIHTC works and how the Court Street project is likely to be structured.

- HUD Rental Assistance Demonstration Program (RAD) update

Mr. Welch introduced Peter Roche of Development Synergies and Mr. Roche made a presentation about preserving and improving Portsmouth public housing through the HUD RAD program. RAD is a HUD program to assist local housing authorities (PHA) preserve and improve public housing in a number of ways; converting housing funding to Section 8 project based vouchers and allowing leveraging of private debt and equity to fund improvements, and preserving the rights and privileges public housing residents.

Mr. Roche noted the importance for PHA to adopt some guiding principles for RAD. RAD is a possible solution to the problem that public housing authorities across the nation being at risk for underfunding and a backlog of capital repairs. Approximately 40,000 units of public housing are abandoned each year, and capital funding has declined 35% over the past 20 years despite aging inventory. RAD enables PHA to tap new capital resources for rehabilitation without increasing rent and creates greater funding certainty and operational flexibility. There is minimal to no negative impacts to residents.

**IV. EXECUTIVE DIRECTOR’S REPORT**

Mr. Welch highlighted PHA’s effort to partner with the Seacoast Community School to open a pre-school at Gosling Meadows PHA is moving forward and very excited about having a satellite school program located at Gosling. The school is budgeting for staff to consult with Gosling Meadow families to help prepare them for school readiness. Commissioner Ferrini expressed his excitement for this initiative. Chair Griffin states that this must offer a quality curriculum. It was noted that SCS and the Director is quite accomplished and highly regarded. There is no MOU as of yet, but discussions are progressing.

Chair Griffin called for any questions/comments on the Executive Director’s report; no questions or comments.

**V. NEW BUSINESS**

- Commissioner Ferrini moved to delay the review and presentation of financial reports due to the length of our guest presentations as well as the absence of Commissioner Leith and Commissioner Kennedy.
- Mr. Welch presented the 2019 Annual Plan, including the 5-yr PHA Capital Plan. .

**Commissioner Ferrini made a motion to approve the PHA 2019 Annual Plan as presented. Commissioner Schwartz seconded the motion. All were in favor and the motion carried.**

- Mr. Welch reported that we are projecting a finish date of November 17<sup>th</sup> for the Margeson Lobby, new fob access, enhanced fire safety and security.

**Commissioner Ferrini made a motion to postpone the discussion on HUD Flat Rents as well as operational reports. Commissioner Schwartz seconded the motion. All were in favor and the motion carried.**

**VI. OPERATIONAL REPORTS**

Discussion and presentations postponed.

**VII. COMMISSIONER’S COMMENTS**

Chair Griffin discussed removing hedges at Pleasant Street and is waiting to hear back from the tree service. On the other hand, Pleasant street/Marcy street looks bare and has room for aesthetic improvement. There has also been a lot of positive feedback from Atlantic Heights residents about the new gazebo. Chair Griffin asked Mr. Welch to look into it and follow up with the Board.

**VIII. ADJOURNMENT**

**Commissioner Ferrini moved to adjourn the meeting at 3:50 p.m. All were in favor and the motion carried.**

Respectfully submitted,

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Craig W. Welch  
Secretary

Accepted by: Ruth L. Griffin  
Chair

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Amy Schwartz  
Vice Chair

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Date