

MINUTES
REGULAR MEETING
BOARD OF COMMISSIONERS
PORTSMOUTH HOUSING AUTHORITY
March 13, 2019 - 2:00 p.m.
245 Middle Street, Portsmouth, NH

Chair Griffin called the meeting to order.

I. ROLL CALL

PRESENT

Chair Griffin
Vice Chair Schwartz
Commissioner Kennedy
Commissioner Ferrini
Commissioner Pickering
Commissioner Leith

LATE ARRIVAL

ABSENT

Also present: Craig Welch, Valerie Labrie, Mary Kelliher, Attorney John Bosen

Chair Griffin declared a quorum present.

Commissioner Kennedy motioned to enter non-public session to talk about personnel matters. Commissioner Leith seconded the motion. The motion carried with all in favor.

Commissioner Ferrini motioned to come out of non-public session. Commissioner Kennedy seconded the motion. The motion carried with all in favor.

II. READING OF MEETING MINUTES

Commissioner Kennedy motioned to waive the reading of the minutes dated February 13, 2019 and accept as presented. Commissioner Ferrini seconded the motion. There was no further discussion. The motion carried with all in favor.

III. EXECUTIVE DIRECTOR'S REPORT

Mr. Welch discussed his report, which included the Woodbury Manor fire and the Court Street Workforce Housing Project.

Commissioner Ferrini moved to accept the Executive Director's Report, as presented. Commissioner Kennedy seconded the motion. There was no further discussion. The motion carried, with all in favor.

IV. OLD BUSINESS

V. NEW BUSINESS

Further discussion ensued regarding the residents impacted by the Woodbury Manor fire.

VI. OPERATIONAL REPORTS

FINANCIAL REPORTS

Ms. Labrie presented the financial reports and explained additional expenditures for AMP 1 relative to preparations for upcoming inspections.

WAIT LIST

Mrs. Griffin pointed out the new line added in the report in showing the total number of units we have in our portfolio relative to the number of applicants on our wait list. The report shows that we have the highest demand for one bedroom apartments.

VACANCY REPORT

There was no discussion.

RENT COLLECTION REPORT

There was no discussion.

HOUSING CHOICE VOUCHER UTILIZATION REPORT

There was no discussion.

COURT STREET PRE-DEVELOPMENT SUMMARY REPORTS

Commissioner Kennedy asked if the project is going to get done on time. Mr. Welch that our goal is July or August closing and a September 1, 2019 groundbreaking.

VII. COMMISSIONER'S COMMENTS

There was no discussion.

VIII. ADJOURNMENT

Commissioner Leith motioned to adjourn the meeting. Commissioner Ferrini seconded the motion. There was no further discussion. The motion carried, with all in favor.