

MINUTES
REGULAR MEETING
BOARD OF COMMISSIONERS
PORTSMOUTH HOUSING AUTHORITY
January 8, 2020 - 2:00 p.m.
245 Middle Street, Portsmouth, NH

Vice Chair Ferrini called the meeting to order.

I. ROLL CALL

PRESENT

LATE ARRIVAL

ABSENT

Commissioner Ferrini

Chair Griffin

Commissioner Leith

Commissioner Kennedy

Commissioner Pickering

Commissioner Jewett

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

Vice Chair Ferrini declared a quorum present.

Vice Chair Ferrini noted that the Board of Commissioners meetings are recorded for the Secretary's purpose of editing the meeting minutes. He asked if everyone consented to being recorded, to which everyone in the room gave an affirmative consent.

II. READING OF MEETING MINUTES

Commissioner Kennedy motioned to waive the reading of the minutes dated December 11, 2019 and accept as presented. Commissioner Jewett seconded the motion.

Discussion on the motion:

Commissioner Kennedy asked if the issue with the waste water pipes at Feaster is an emergency. Mr. Welch said we are putting a pause on the RAD transaction. We do not have enough information to determine if the waste water pipe issue is an emergency. To get information, we need pictures. We took pictures, which were inconclusive. Commissioner Jewett also took a look at it.

Regarding the postponed motion in December's minutes, Attorney John Bosen said he supports the purchase of 152 Court Street.

The motion carried to approve the minutes, with four in favor. Commissioner Ferrini abstained.

III. EXECUTIVE DIRECTOR'S REPORT

Mr. Welch told the Board about the December 14 Gosling Meadows basements flooding due to bad weather and unused basement vent pipes that were not fully sealed. We answered many emergency work orders.

Commissioner Kennedy motioned to accept the Executive Director's report, as presented. Commissioner Leith seconded the motion. The motion passed, with all in favor.

IV. NEW BUSINESS

- 1. Resolution No. 2020-001 – Write-Off of Bad Debts for 2019 (Locally Owned Properties)**

Commissioner Kennedy motioned to approve the write-off of bad debts for 2019 for locally owned properties. Commissioner Leith seconded the motion. The motion passed, with all in favor.

V. OLD BUSINESS

- 1. Resolution No. 2020-002 – Approval to Purchase and Take Title of 152 Court Street/Release Funds to Expend**

Commissioner Kennedy motioned to approve the purchase and title acquisition of 152 Court Street and to allow the previously approved transfer of funds to be expended. Commissioner Leith seconded the motion. The motion passed, with all in favor.

VI. OPERATIONAL REPORTS

A. WAIT LIST

There was no discussion.

B. VACANCY REPORT

There was no discussion.

C. LANDLORD-TENANT

There was no discussion.

D. FINANCIAL REPORTS

Mr. Welch said HUD Boston commends us on our high voucher utilization percentage.

Commissioner Kennedy motioned to approve the operational reports, as presented. Commissioner Pickering seconded the motion. The motion passed, with all in favor.

VII. COMMISSIONER'S COMMENTS

Mr. Welch will attend a City Council Work Session on Monday night on the Capital Improvement Plan for the City. All departments with projects in the proposed CIP are expected to attend and present their project requests. He will present our recommendations for the Capital Improvement Plan.

VIII. ADJOURNMENT

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