

MINUTES
FINAL
 REGULAR MEETING
 BOARD OF COMMISSIONERS

PORTSMOUTH HOUSING AUTHORITY
 245 MIDDLE STREET, PORTSMOUTH, NH
 April 13, 2022 – 2:00p.m.

Chair Ferrini called the meeting to order.

I. ROLL CALL

PRESENT	LATE ARRIVAL	ABSENT
Commissioner Bergeron		
Commissioner Main		
Commissioner Pickering		
Commissioner Rodenhizer		
Chair Ferrini		
Secretary Craig Welch		

Also present: Finance Director Valerie Labrie, Executive Assistant Mary Kelliher, Attorney John Bosen, Ernie Carrier

Chair Ferrini declared a quorum present.

Commissioner Rodenhizer motioned to bring agenda item IV titled “Old Business” forward in the order of business. Commissioner Bergeron seconded the motion.

The votes were as follows:

AYES	NAYS	ABSTENTIONS
Commissioner Bergeron		

Commissioner Main		
Commissioner Pickering		
Commissioner Rodenhizer		
Chair Ferrini		

The motion passed.

II. OLD BUSINESS

A. PHA Housing Development Ltd. Director and Officer Nominations

Ernie Carrier introduced himself to the Board, stating he has been in the building industry for about 50 years. His experience is mostly residential and commercial. He has lived in Portsmouth for 42 years. Mr. Carrier was also on the Planning Board in Portsmouth for 10 years.

Commissioner Rodenhizer motioned to nominate and appoint Ernie Carrier to the PHA Housing Development Ltd. Board of Directors. Commissioner Bergeron seconded the motion.

The votes were as follows:

AYES	NAYS	ABSTENTIONS
Commissioner Bergeron		
Commissioner Main		
Commissioner Pickering		
Commissioner Rodenhizer		
Chair Ferrini		

The motion passed.

Mr. Welch informed the Board that the Bylaws state that two Commissioners from the Portsmouth Housing Authority shall also sit as Directors on the PHA Housing Development, Ltd. Board. Currently, there is one vacant chair.

Commissioner Rodenhizer motioned to nominate and appoint Commissioner Kathleen Bergeron as the second Commissioner to sit on the PHA Housing Development Ltd. Board of Directors. Commissioner Main seconded the motion.

The votes were as follows:

AYES	NAYS	ABSTENTIONS
Commissioner Bergeron		
Commissioner Main		
Commissioner Pickering		
Commissioner Rodenhizer		
Chair Ferrini		

The motion passed.

III. READING OF MEETING MINUTES

Commissioner Main motioned to waive the reading of the minutes dated March 9 and accept as presented. Commissioner Rodenhizer seconded the motion.

The votes were as follows:

AYES	NAYS	ABSTENTIONS
Commissioner Bergeron		
Commissioner Main		
Commissioner Pickering		
Commissioner Rodenhizer		
Chair Ferrini		

The motion passed.

IV. NEW BUSINESS

A. Executive Director's Report

Mr. Welch summarized his report, saying that there are over 300 applicants for Ruth Lewin Griffin Place. Staff sent out eligibility packets to the top 64 applicants on the waitlist.

PHA was invited to submit proposals for part of the \$12 million in American Rescue Plan Act (ARPA) that is coming to the City. PHA did submit several proposals for Resident Services and building improvements for its properties. The City is first going to complete a Health Assessment of the City prior to distributing funds.

Mr. Welch recently met with HAVEN staff Kara Rodenhizer, Kathy Beebe, and Karen Prior to discuss their Capital Plan to co-locate their shelter and office space, as the Portsmouth Housing Authority and HAVEN may be looking at similar properties to acquire.

In collaboration with RKG, PHA has a new SurveyMonkey online poll, which staff will distribute to get feedback that will assist the Housing Needs Assessment.

Mr. Welch stated that City Council will be voting to officially rename the Portsmouth Cottage to Connors Cottage. That vote will take place at the next meeting on Monday, April 18th.

Mr. Welch summarized the upcoming scheduled items, including the May 11 Annual LTD and PHA meetings, which will take place at their usual times of 12:30pm and 2pm. The joint Financial Workshop will take place at 2pm. All Board members are invited to come to Jimmy's Jazz Club in Portsmouth, NH at 3pm for appetizers and drinks. The Ribbon Cutting for Ruth Lewin Griffin Place will be on June 8.

V. OPERATIONAL REPORTS

A. ORGANIZATION CHART

There was no discussion.

B. WAITLIST REPORT

There was no discussion.

C. VACANCY REPORT

Commissioner Bergeron asked what the goal is for vacancy days, to which Mr. Welch reported the goal to be less than 15 days vacant.

D. LANDLORD-TENANT

There was no discussion.

E. FINANCIAL REPORTS

Commissioner Main asked for a comment on the AMP 1 outstanding receivables. Ms. Labrie stated that larger rent receivable came forward from the last year and that number is expected to go down as the year progresses. PHA is also waiting on emergency rent relief funds.

Commissioner Rodenhizer motioned to accept the Operational Reports. Commissioner Main seconded the motion.

The votes were as follows:

AYES	NAYS	ABSTENTIONS
Commissioner Bergeron		
Commissioner Main		
Commissioner Pickering		
Commissioner Rodenhizer		
Chair Ferrini		

The motion passed.

VI. PUBLIC COMMENT

There was no discussion.

VII. COMMISSIONERS' COMMENTS

Commissioner Main noted that the funding from the NHSaves program has been reinstated to current year levels. Companies that were taking it to court have dropped their suits.

VIII. ADJOURNMENT

Commissioner Rodenhizer motioned to adjourn the meeting. Commissioner Main seconded the motion. There was no further discussion.

The votes were as follows:

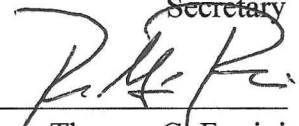
AYES	NAYS	ABSTENTIONS
Commissioner Bergeron		
Commissioner Main		
Commissioner Pickering		
Commissioner Rodenhizer		
Chair Ferrini		

The motion passed and the meeting adjourned.

Respectfully Submitted,



Craig W. Welch
Secretary



Accepted by: Kara Rodenhizer
Vice Chair

Thomas G. Ferrini
Chair

2/13/22
Date