

MINUTES
FINAL
REGULAR MEETING
BOARD OF COMMISSIONERS

PORTSMOUTH HOUSING AUTHORITY
245 MIDDLE STREET, PORTSMOUTH, NH
October 12, 2022 – 2:00p.m.

Chair Ferrini called the meeting to order.

I. ROLL CALL

PRESENT	LATE ARRIVAL	ABSENT
Commissioner Bergeron		
Commissioner Griffin		
Commissioner Main		
Commissioner Pickering		
Commissioner Rodenhizer		
Chair Ferrini		

Also present: Executive Director Craig Welch, Finance Director Valerie Labrie, Operations Manager Mary Kelliher

Chair Ferrini declared a quorum present.

II. READING OF MEETING MINUTES

Commissioner Rodenhizer motioned to waive the reading of the minutes dated September 14, 2022 and accept as presented. Commissioner Main seconded the motion.

The votes were as follows:

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

The motion passed.

III. NEW BUSINESS

A. Executive Director’s Report

Mr. Welch reported that Ruth Lewin Griffin Place is 100% leased. He summarized some demographics for the tenants.

He informed the Commissioners that the PHA Housing Development LTD Board is looking to apply in 2023 with a tax credit application for a new development, and that there was a great deal of interest by the Mayor and City Council for our developing housing at the former Sherburne School.

Mr. Welch also explained to the Board that the City was awarded several million dollars in American Rescue Plan Act (ARPA) funds. The City Manager invited the PHA to make a list to be included in the City’s request. A draft of PHA’s submission requests is included in the Board packet. Items include expanding Resident Services and improving HVAC across the PHA’s entire portfolio.

B. Approval of 2023 Annual Plan and 5-Year Capital Fund Plan

Mr. Welch reviewed the plans that are mandatory to be submitted to HUD annually. These plans were put before the Board in the September meeting.

Commissioner Bergeron asked how reserves are handled. Ms. Labrie said that there are not reserves kept for public housing. Mr. Welch said that if the PHA converts to RAD, then reserves will need to be funded.

Commissioner Rodenhizer motioned to approve the 2023 Annual Plan and 2023-2027 5-Year Capital Fund Plan. Commissioner Griffin seconded the motion.

Commissioner Griffin asked what items are included in Feaster improvements. Mr. Welch said that most of the 2023 Capital Funds are slated for several projects at Feaster that we intend on bidding together.

The votes were as follows:

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

The motion passed.

C. Approval of 2023 Payment Standards

PHA's Housing Choice Voucher (HCV) Program Manager, Cathy Gallagher, spoke to the Resolution regarding increasing the 2023 Payment Standards to 120% of the Portsmouth Fair Market Rent as determined by HUD. She explained Payment Standards are the amount of rent that can be charged by an HCV Program landlord. The reason for raising Payment Standards to 120% of the Fair Market Rent is to give more opportunities for voucher holders to find housing in Portsmouth where market rents are typically higher than our Payment Standards. She explained that another goal for this recommendation is to increase the number of vouchers that are being utilized.

Commissioner Rodenhizer motioned to approve Resolution No. 2022-002. Commissioner Griffin seconded the motion.

The votes were as follows:

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

The motion passed. The 2023 Payment Standards will be effective December 1, 2022.

D. Review of 2021 PHA Financial Statements

Commissioner Main congratulated the PHA on a clean audit.

Commissioner Main motioned to accept the 2021 PHA Audited Financial Statements.

Commissioner Rodenhizer seconded the motion.

The votes were as follows:

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

The motion passed.

E. Housing Needs Assessment Questions

There was no discussion.

IV. OLD BUSINESS

There was no discussion.

V. OPERATIONAL REPORTS

Commissioner Main asked why rent revenue for Amp 2 appears so favorable, to which Ms. Labrie replied that is due to higher tenant incomes.

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

The votes were as follows:

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

The motion passed.

VI. PUBLIC COMMENT

There was no discussion.

VII. COMMISSIONERS COMMENTS

Commissioner Rodenhizer mentioned that there is a Housing Stability Solutions Summit on October 25th. Mr. Welch said that if he cannot attend personally, he would make sure someone from PHA was representing us.

VIII. ADJOURNMENT

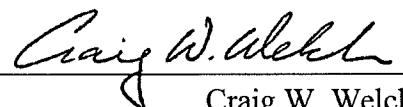
Commissioner Rodenhizer motioned to adjourn the meeting. Commissioner Bergeron seconded the motion. There was no further discussion.

The votes were as follows:

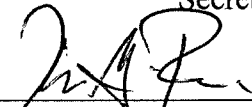
AYES	NAYS	ABSTENTIONS
Commissioner Bergeron		
Commissioner Griffin		
Commissioner Main		
Commissioner Pickering		
Commissioner Rodenhizer		
Chair Ferrini		

The motion passed and the meeting adjourned.

Respectfully Submitted,



Craig W. Welch
Secretary



Accepted by: Kara Rodenhizer Thomas G. Ferrini
Vice Chair Chair

3/8/23

Date