

MINUTES  
FINAL  
REGULAR MEETING  
BOARD OF COMMISSIONERS

PORTSMOUTH HOUSING AUTHORITY  
245 MIDDLE STREET, PORTSMOUTH, NH  
November 9, 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 October 14, 2022 and accept as presented. Commissioner Pickering seconded the motion.**

**The votes were as follows:**

<b>AYES</b>	<b>NAYS</b>	<b>ABSTENTIONS</b>
Commissioner Bergeron		
Commissioner Griffin		
Commissioner Main		
Commissioner Pickering		
Chair Ferrini		
Commissioner Rodenhizer		

**The motion passed.**

### **III. NEW BUSINESS**

#### **A. Executive Director's Report**

Mr. Welch informed the Directors that the Workforce Housing Coalition of the Greater Seacoast is recognizing the Portsmouth Housing Authority with their 2022 Visionary Leadership Award. The award will be presented at their Awards Night on December 1<sup>st</sup> at the 100 Club in Portsmouth. All Board members are invited to attend. An invitation will be sent out by email.

Mr. Welch updated the Directors as to what stage the PHA is at along the Key Dates chart he had put together, with sight set on developing the Sherburne School. He outlined that the next step is phase 1 environmental. He informed the Board that the PHA sent a Request for Qualifications to 5 architectural firms, with a response deadline of December 1.

Ruth Lewin Griffin Place is very close to having the financials closed out, moving from a construction loan to permanent financing.

He also pointed out that there are no Wamesit Place write-offs this year.

#### **B. 2023 Draft PHA Budget**

Ms. Labrie presented the 2023 Draft PHA Budget. The final budget will be voted on in December.

### **C. Pet Policy**

Mr. Welch reviewed parts of the PHA's Pet Policy, including what kinds and sizes of animals are allowed in PHA properties.

### **D. 2023 Flat Rents: Resolution No. 2022-003**

Ms. Labrie explained that residents can opt to pay flat rents at their recertification. Flat rents are based on the HUD Fair Market Rents. Flat rents are just for public housing.

**Commissioner Rodenhizer motioned to approve Resolution No. 2022-003: proposed Flat Rents for 2023. Commissioner Griffin seconded the motion.**

**The votes were as follows:**

<b>AYES</b>	<b>NAYS</b>	<b>ABSTENTIONS</b>
Commissioner Bergeron		
Commissioner Griffin		
Commissioner Main		
Commissioner Pickering		
Commissioner Rodenhizer		
Chair Ferrini		

**The motion passed.**

### **IV. OLD BUSINESS**

There was no discussion.

### **V. OPERATIONAL REPORTS**

**Commissioner Rodenhizer motioned to accept the Operational Reports. Commissioner Pickering seconded the motion.**

**The votes were as follows:**

<b>AYES</b>	<b>NAYS</b>	<b>ABSTENTIONS</b>
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**

**VIII. NON-PUBLIC SESSION TO DISCUSS EMPLOYEE MATTERS**

**Commissioner Rodenhizer motioned to enter non-public session for employee matters under RSA 91-A:3, II (a). Commissioner Bergeron seconded the motion.**

**The votes were as follows:**

<b>AYES</b>	<b>NAYS</b>	<b>ABSTENTIONS</b>
Commissioner Bergeron		
Commissioner Griffin		
Commissioner Main		
Commissioner Pickering		
Commissioner Rodenhizer		

Chair Ferrini		
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**The motion passed and the Board entered non-public session.**

The Board authorized a one-time bonus for the Executive Director as recommended and approved by the PHA Housing Development, Ltd. on November 9, 2022. Said bonus will be paid with funding provided by PHA Housing Development, Ltd.

**Director Rodenhizer motioned to exit non-public session. Commissioner Bergeron 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 and the Board exited non-public session.**

**IX. ADJOURNMENT**

**Commissioner Pickering motioned to adjourn the meeting. Commissioner Griffin 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*  
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 Craig W. Welch

Secretary

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

Thomas G. Ferrini  
 Chair

*2/8/23*  
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 Date