

MINUTES
FINAL
REGULAR MEETING
BOARD OF COMMISSIONERS

PORTSMOUTH HOUSING AUTHORITY
245 MIDDLE STREET, PORTSMOUTH, NH
January 11, 2023 – 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		
Vice Chair Rodenhizer		
Chair Ferrini		

Also present: Executive Director Craig Welch, Finance Director Valerie Labrie, Attorney John Bosen, Resident Patience Horton

Commissioner Pickering and Attorney John Bosen were present via Zoom. All votes were taken by roll call.

Chair Ferrini declared a quorum present.

II. READING OF MEETING MINUTES

Commissioner Main motioned to waive the reading of the minutes dated December 14, 2022 and accept as presented. 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.

III. NEW BUSINESS

A. Executive Director’s Report

Mr. Welch summarized his report, including mention of the grant in the amount of \$25,000 from the Foundation for Seacoast Health that Resident Services Director Kelley Lesko applied for and won. The grant money will be used by the Resident Services team specifically to help address social isolation and related health outcomes of elderly individuals.

Mr. Welch also updated the board about the \$250,000 grant that we received from the Federal Home Loan Bank of Boston Helping House New England Program for the Ruth Lewin Griffin Education Incentive Program. Consultant Peter Roche wrote the grant application for this program which will provide additional rent subsidies to residents enrolling in higher education or certificate programs.

Mr. Welch also informed the Board that there is a City Council work session scheduled for January 12th to discuss the possible disposition of the Sherburne School. Mr. Welch will make a presentation regarding the importance of building workforce housing there.

Commissioner Rodenhizer motioned to enter Non-Public Session pursuant to RSA 91-A:3, II(e): 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 and the Board entered Non-Public Session.

Commissioner Rodenhizer motioned to come out of Non-Public Session and resume Public Session. Commissioner Main seconded the motion.

The votes were as follows:

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

The motion passed and the Board re-entered Public Session.

B. Res. No 2023-01: Bad Debt Write-Off for 2022

Commissioner Griffin motioned to approve Resolution No. 2023-01: Bad Debt Write-Off for 2022, totaling \$17,507.02. Commissioner Main seconded the motion.

Ms. Labrie reported that the bad debts for this year are less than the prior year's.

The votes were as follows:

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

The motion passed.

IV. OLD BUSINESS

There was no discussion.

V. OPERATIONAL REPORTS

Chair Ferrini noticed the COCC expenses were higher than budgeted. Ms. Labrie said some of that could be attributed to additional bonuses processed year to date.

Commissioner Main motioned to approve the Operational Reports. Commissioner Bergeron seconded the motion.

The votes were as follows:

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

The motion passed.

VI. PUBLIC COMMENT

Patience Horton commended the Resident Services team for the activities and events they put on.

VII. COMMISSIONERS COMMENTS

Chair Ferrini informed the Board of the passing of Mr. Mike Kennedy, who previously served on both the Portsmouth Housing Authority Board of Commissioners and the PHA Housing Development Board of Directors.

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 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

Date

MINUTES
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BOARD OF COMMISSIONERS

PORTSMOUTH HOUSING AUTHORITY
245 MIDDLE STREET, PORTSMOUTH, NH
December 14, 2022 – 2:00p.m.

Vice Chair Rodenhizer called the meeting to order.

I. ROLL CALL

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

Also present: Executive Director Craig Welch, Finance Director Valerie Labrie, Attorney John Bosen, Operations Manager Mary Kelliher, PHA Resident Patience Horton

Vice Chair Rodenhizer declared a quorum present.

II. READING OF MEETING MINUTES

Commissioner Main motioned to waive the reading of the minutes dated November 9, 2022 and accept as presented. Commissioner Griffin seconded the motion.

The votes were as follows:

AYES	NAYS	ABSTENTIONS
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 introduced the lease-up team for Ruth Lewin Griffin Place.

Mr. Welch summarized his report, which included a summary of the awards that PHA has received in 2022. He reported that Mark Lentz, Peter Roche, and himself interviewed the 5 architectural firms that submitted proposals for the Sherburne School site. He reported that they intend to hire an architectural firm by December 31st.

He informed the Board that Resident Services Director Kelley Lesko applied for and won a grant in the amount of \$25,000 for Resident Services.

B. Resolution 2022-004: Acceptance of 2023 Final PHA Budget

Commissioner Main motioned to approve the 2023 Final PHA Budget. Commissioner Griffin seconded the motion.

The votes were as follows:

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

The motion passed.

IV. OLD BUSINESS

There was no discussion.

V. OPERATIONAL REPORTS

The Commissioners discussed the upcoming end of rental assistance relief from COVID-19 funding and the expected impact on rent owed. PHA Resident Services has informed residents of rental relief ending and that residents will be expected to pay their rent.

VI. PUBLIC COMMENT

Patience Horton voiced her appreciation for her housing.

VII. COMMISSIONERS COMMENTS

Commissioner Griffin asked which PHA properties are age-restricted. Mr. Welch explained that the only properties that are restricted by age alone are Atlantic Heights, Connors Cottage, and Lafayette School. At these properties, you cannot be younger than 62 years old to qualify.

VIII. ADJOURNMENT

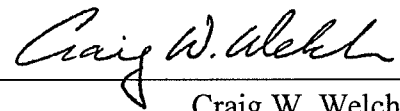
Commissioner Pickering motioned to adjourn the meeting. Commissioner Griffin seconded the motion. There was no further discussion.

The votes were as follows:

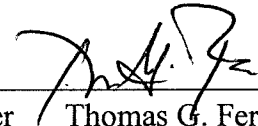
AYES	NAYS	ABSTENTIONS
Commissioner Bergeron		
Commissioner Griffin		
Commissioner Main		
Commissioner Pickering		
Commissioner Rodenhizer		
Chair Ferrini		

The motion passed and the meeting adjourned.

Respectfully Submitted,



Craig W. Welch
Secretary



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

3/8/23
Date