

**MINUTES  
FINAL  
REGULAR MEETING  
BOARD OF COMMISSIONERS**

**PORTSMOUTH HOUSING AUTHORITY  
245 MIDDLE STREET, PORTSMOUTH, NH  
August 9, 2023 – 2:00p.m.**

Chair Ferrini called the meeting to order.

**I. ROLL CALL**

<b>PRESENT</b>	<b>LATE ARRIVAL</b>	<b>ABSENT</b>
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 Griffin motioned to waive the reading of the minutes dated July 12, 2023 and accept as presented. Commissioner Rodenhizer seconded the motion.**

**The votes were as follows:**

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

**The motion passed.**

**III. BILLS AND COMMUNICATIONS**

There was no discussion.

**IV. REPORT OF THE EXECUTIVE DIRECTOR**

Mr. Welch summarized his report, highlighting the completion of our first Sustainability Plan, outlining our active capital improvement projects, start of the 2024 budget preparation process, and all of the terrific work of our Resident Services Team for working so hard this summer to keep our kids and seniors active and healthy.

**V. OPERATIONAL REPORTS**

Commissioner Bergeron asked about Betty’s Dream vacancies. Mr. Welch explained that the Betty’s Dream waitlist has grown very short and the number of unit turnovers have been

significant this summer, making them at risk of accumulating vacancy days. Our Tax Credit property management staff has been working hard on marketing the property which we have never had to do because of long waitlists.

**VI. FINANCIAL REPORTS**

Ms. Labrie summarized the financials and presented an amended consolidated budget to actual.

**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.**

**VII. OLD BUSINESS**

There was no discussion.

**VIII. NEW BUSINESS**

PHA Sustainability Intern, Matt Osgood, presented the PHA Sustainability Plan.

**A. Resolution 2023-003 Approval of Disposition Policy**

Ms. Labrie presented the amended Disposition Policy draft and noted that the verbiage was updated to allow a designee of the Executive Director to make decisions on inventory. She also

noted the property value thresholds have been changed regarding what requires a bid, board vote, etc. prior to an item being sold.

**Commissioner Rodenhizer motioned to approve Resolution 2023-003 and the updated PHA Disposition Policy dated August 9, 2023, as presented. 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.**

### **B. Transfer of Banking Relationship for Deposit Accounts**

Mr. Welch and Ms. Labrie presented the reasons for requesting a transfer in banking relationships for deposit accounts from BankProv to TD Bank, including the following:

- TD Bank does not charge anything, whereas BankProv charges \$1,500 per year.
- The proposed interest would be greater with TD Bank and would also be spread across all of our accounts, whereas BankProv only selects a handful of accounts to apply interest to.
- References have checked out for TD Bank and are consistent with our experience with them so far.

Ms. Labrie noted that PHA will be leaving several reserve accounts for Ruth Lewin Griffin Place for the Limited Partnership.

**Commissioner Bergeron motioned to approve a transfer of banking relationship for appropriate deposit accounts from BankProv to TD Bank. Commissioner Main 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.**

**C. Proposed Amendment to PHA By-laws Regarding Summer Meeting Schedule**

The Board discussed the proposed draft resolution. Commissioner Bergeron suggested to make it flexible to allow the Chair the authority to not hold a meeting in any given one month during the calendar year. The amendment will be voted on at a later meeting.

**IX. PUBLIC COMMENTS**

There was no discussion.

**X. COMMISSIONERS COMMENTS**

Commissioner Rodenhizer summarized a variety of things she learned from attending the National Association of Housing and Redevelopment Officials conference that she attended on behalf of the PHA this July in Washington D.C.

**XI. ADJOURNMENT**

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

**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 and the meeting adjourned.**

Respectfully Submitted,

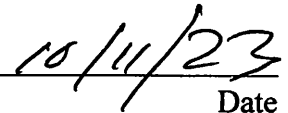


Craig W. Welch  
Secretary



Accepted by: Kara Rodenhizer  
Vice Chair

Thomas G. Ferrini  
Chair

  
Date