

**MINUTES  
FINAL  
REGULAR MEETING  
BOARD OF COMMISSIONERS**

**PORTSMOUTH HOUSING AUTHORITY  
245 MIDDLE STREET, PORTSMOUTH, NH  
October 11, 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, Attorney John Bosen, 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 13, 2023 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		
Commissioner Rodenhizer		
Chair Ferrini		

**The motion passed.**

#### **MOVING TO WORK PRESENTATION**

**Commissioner Rodenhizer motioned to move agenda item 7-C “Moving to Work” Presentation” forward. 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.**

Josh Meehan, the Executive Director from Keene Housing, presented information on HUD's Moving to Work (MTW) program and the benefits of being designated as a MTW Housing Authority. The PHA will be submitting an application for this program, with a deadline of December 8<sup>th</sup>. Applications are chosen by a lottery system.

### **III. BILLS AND COMMUNICATIONS**

There was no discussion.

### **IV. REPORT OF THE EXECUTIVE DIRECTOR**

Mr. Welch summarized his report, noting the dedication ceremony for the Little Free Library that was installed out front of Ruth Lewin Griffin Place, and a recent developer's roundtable event organized by Commissioner Rodenhizer.

### **V. OPERATIONAL REPORTS**

There was no discussion.

### **VI. FINANCIAL REPORTS**

Commissioner Rodenhizer asked for an explanation of Public Housing rents being higher than budgeted. Ms. Labrie explained that those rents are calculated based on a tenant's income, and so the income was higher than it was at this time last year.

**Commissioner Bergeron motioned to accept the Operational & Financial Reports.  
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.**

**VII. OLD BUSINESS**

**A. Resolution 2023-005 Bylaws**

**Commissioner Rodenhizer motioned to approve Resolution 2023-005 “Amendments to By-Laws” 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		
Commissioner Rodenhizer		
Chair Ferrini		

**The motion passed.**

**B. Acceptance of the 2022 PHA Audit**

**Commissioner Griffin motioned to accept the 2022 PHA Audit. Commissioner Pickering seconded the motion.**

Commissioner Main commended staff for a clean audit.

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.**

**VIII. NEW BUSINESS**

**A. 2024 PHA Annual Plan**

Mr. Welch summarized the different parts of the Annual Plan, including PHA’s Five Year Capital Grant Program Plan.

**Commissioner Bergeron motioned to approve the FY 2024 PHA Annual and 5-Year Plan. Commissioner Rodenhizer 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.**

**IX. PUBLIC COMMENTS**

There was no discussion.

**X. COMMISSIONERS COMMENTS**

There was no discussion.

**XI. ADJOURNMENT**

**Commissioner Rodenhizer motioned to adjourn the meeting. Commissioner Ferrini 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		

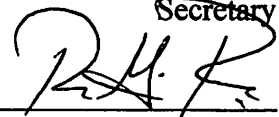
**The motion passed and the meeting adjourned.**

Respectfully Submitted,



Craig W. Welch

Secretary



Accepted by: Kara Rodenhizer  
Vice Chair

Thomas G. Ferrini  
Chair

12/06/2023  
Date