

MINUTES
FINAL
REGULAR MEETING
BOARD OF COMMISSIONERS

PORTSMOUTH HOUSING AUTHORITY
245 MIDDLE STREET, PORTSMOUTH, NH
December 6, 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		
Commissioner Rodenhizer		
Chair Ferrini		

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

Mr. Welch joined the meeting remotely.

Chair Ferrini declared a quorum present.

II. READING OF MEETING MINUTES

Commissioner Rodenhizer motioned to waive the reading of the minutes dated November 8, 2023 and accept as presented. Commissioner Pickering 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. PUBLIC COMMENTS

There was no discussion.

IV. COMMUNICATIONS & CORRESPONDENCE

Mr. Welch noted that Mr. Ferrini received a letter, copied to the PHA, related to a HUD audit of PHA's Housing Choice Voucher (HCV) Program. This was a random audit by the HUD Quality Assurance Division. They audited how we report Housing Assistance Payments (HAP). They found a variance of 0.02% of our total HAP. Their threshold for findings is 3%. Mr. Welch commended the team on the excellent reporting and audit results.

V. REPORT OF THE EXECUTIVE DIRECTOR

Mr. Welch summarized his report, including the PHA's Moving to Work final application & final PHA budget. He also mentioned we received additional funds toward our Foster Youth Initiative voucher program, and that the lease for the Meadows Preschool at Gosling Meadows was renewed as usual with the Seacoast Community School.

VI. OLD BUSINESS

A. Resolution No. 2023-007: Approval of PHA Moving to Work Application

Commissioner Rodenhizer motioned to approve Resolution No. 2023-007, accepting and approving the PHA’s final application into the Moving to Work Demonstration Program (Flexibility Cohort II). Commissioner Griffin seconded the motion.

Chair Ferrini asked what the timeframe is of knowing if accepted into the program, and if accepted, the timeframe of when we would start making changes. Mr. Welch reported that we should know in the first quarter of 2024 if we’ve been accepted into the program. After that, there is no current timeline for any changes that we may choose to initiate related to the waivers we can request. We would like to be thoughtful and cognizant of staff time as we plan any changes. If we are accepted into the program, there is a cohort of other Housing Authorities that we can gain insight and advice from.

The votes were as follows:

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

The motion passed.

B. Other Old Business

Commissioner Griffin asked for an update on the Banfield Road lawsuit. Mr. Welch reported that nothing’s been settled, but a land use approval has been requested by the intended developer.

VII. NEW BUSINESS

A. Resolution 2023-008: Approval of PHA 2024 Operating Budget

Commissioner Griffin motioned to approve Resolution 2023-008. Commissioner Pickering seconded the motion.

Ms. Labrie noted that there is only a 1% change from the budget that was presented at the November meeting and summarized what that change is comprised of, including changes to the staff health plan, maintenance adjustments, and some staff changes.

The votes were as follows:

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

The motion passed.

VIII. OPERATIONAL REPORTS

Commissioner Rodenhizer motioned to accept the operational reports. Commissioner Pickering 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.

IX. COMMISSIONERS COMMENTS

Chair Ferrini reminded the Board that the PHA staff holiday gathering is Wednesday December 20 from 2:30-4:30pm at the Thirsty Moose in downtown Portsmouth. All Board members are welcome to join.

X. ADJOURNMENT

Commissioner Rodenhizer motioned to adjourn the meeting. Commissioner Pickering 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
Craig W. Welch
Secretary

Thomas G. Ferrini
Thomas G. Ferrini
Chair

Accepted by: Kara Rodenhizer
Vice Chair

11/10/24
Date