

**REGULAR MEETING
BOARD OF COMMISSIONERS
PORTSMOUTH HOUSING AUTHORITY
245 Middle Street
Portsmouth, NH 03801
August 15, 2018
2:00 p.m.**

Chair Griffin called the meeting to order at 2:00 p.m. and requested a call of the roll, and those present and absent was as follows:

I. ROLL CALL

PRESENT

LATE ARRIVAL

ABSENT

Commissioner Ferrini
Commissioner Pickering
Commissioner Leith
Chair Griffin
Vice-Chair Schwartz
Commissioner Kennedy

Chair Griffin declared a quorum was present.

Also present: Craig Welch, Valerie Labrie, John Bosen, and Mary Mancini.

II. READING OF MINUTES

Commissioner Kennedy waived said reading of the Minutes from July 11, 2018 and moved to accept them as presented. Commissioner Leith seconded the motion. There being no further comments or questions, all were in favor and the motion carried.

III. EXECUTIVE DIRECTOR'S REPORT

Mr. Welch reviewed his report and gave an update on the Court Street Project. He shared the project is in the final stage for approval and will be going before the Planning Board on the 16th. He added he would appreciate any support from those who can speak favorably about the project. Mr. Welch described the stormwater issue and he is in the process of working out this

issue which involves an abutter at 127 Parrot Avenue and the city's Technical Advisory Commission.

A market analysis done by New Hampshire Housing Finance Authority which indicates there is a large demand for this type of housing. Mr. Welch will send a copy of the analysis to the Board.

Discussion of the definition of workforce housing ensued. Mr. Welch explained some opposing comments of the project include the state law definition of workforce housing. Our project is not in the city's Gateway Mixed-Use Zone, and, therefore, the city's ordinance does not apply. Mr. Bosen added bonuses were given to our project because it meets the requirement of open space giving it a bonus in height.

The Board also discussed the ramifications of the conditional approvals if two Planning Board members are removed from the Planning Board due to being nonresidents of Portsmouth.

Commissioner Kennedy moved to go into a nonpublic session at 2:10 p.m. to discuss matter of negotiations with council. Commissioner Leith seconded the motion. All were in favor and the motion carried.

Commissioner Ferrini moved to come out of the nonpublic session at 2:18 p.m. Commissioner Kennedy seconded the motion. All were in favor and the motion carried. Conditional use permit being valid

Mr. Welch distributed an OP-ED letter for review that he would like to have published in the Portsmouth Herald the next day. He explained this letter would be from the Board of Commissioners and the LTD Board, who reviewed and made changes at their meeting. After reviewing the changes, the Board was in approval to submit the letter.

Commissioner Ferrini moved to authorize the Executive Director to submit the OP-ED letter to the Portsmouth Herald with the discussed revisions. Commissioner Kennedy seconded the motion. All were in favor and the motion carried.

Mr. Welch described a meeting between the PHA and two other social agencies regarding rent collections and evictions. He explained we try to work with people before referring to an agency. The agencies requested to be notified on the first day the rent is late, which would avoid seeing people who are overly behind in rent. Board members expressed their disagreement with the agencies' recommendation but they appreciate them being proactive. After further discussion ensued, Mr. Welch agreed to revisit this matter and suggest the agencies make arrangements to come to our residents making it easier to access services.

Mr. Welch reported the school department did a survey about preschool readiness, which we were a part of. As a result, we are considering beginning a program at the Gosling rec building.

He added we have been in discussions with Headstart and Seacoast Community School to partner with the program. Mr. Welch explained we will be consulting with our insurer

Mr. Welch announced he will be one of the speakers at TEDxPortsmouth on Friday, September 7th at the Portsmouth City Music Hall.

Commissioner Kennedy asked for an update on the Ross Renewal Survey. Mr. Welch responded the results will be made available soon and he will report out on it at a future meeting.

Commissioner Ferrini moved to accept the Executive Director's report. Commissioner Leith seconded the motion. There being no further comments and questions, all were in favor and the motion carried.

IV. OLD BUSINESS

None.

V. NEW BUSINESS

None.

The Board reviewed the Landlord Tenant report from Mr. Bosen's office. Mr. Bosen explained there has been more tenant activity recently. He reported two tenants who have received eviction notices have filed an appeal to the Supreme Court. .

Wait List

The list was purged in June.

Vacancy Report

Mr. Welch explained there is has been much more turnover for July.

VI. FINANCIALS

Commissioner Ferrini asked for an explanation for the increase in the operating fund in AMP 1 of \$50,000. Ms. Labrie explained we budgeted at 90% while the subsidy from HUD increased to 93%.

The 20th Century School is being funded for another five years. Mr. Welch explained we have hired a new coordinator and she will be at the next meeting. Commissioner Ferrini requested to also include a five minute presentation on the program.

Commissioner Kennedy asked why the amount spent under the Ross Service Grant is only a quarter of what the full year budget is. Ms. Labrie explained that the Grant begins in March and we have only spent a quarter of the full year budget. Commissioner Kennedy thanked Ms. Labrie for the cash report showing two quarters and commented the report looks positive.

Ms. Labrie reported 397 vouchers have been issued for our Housing Choice Voucher program, which is good.

Commissioner Kennedy moved to accept and adopt the Operational Reports. Commissioner Leith seconded the motion. All were in favor and the motion carried.

VII. ADJOURNMENT

Commissioner Ferrini moved to adjourn the meeting at 3:03 p.m. Commissioner Pickering seconded the motion. All were in favor and the motion carried.

Respectfully submitted,

Craig W. Welch

Secretary

Accepted by: Ruth L. Griffin

Amy Schwartz

Chair

Vice Chair

Date