

MINUTES
REGULAR MEETING
BOARD OF COMMISSIONERS
PORTSMOUTH HOUSING AUTHORITY
October 09, 2019 - 2:00 p.m.
245 Middle Street, Portsmouth, NH

Chair Griffin called the meeting to order.

I. ROLL CALL

PRESENT

LATE ARRIVAL

ABSENT

Chair Griffin

Commissioner Ferrini

Commissioner Kennedy

Commissioner Leith

Commissioner Pickering

Also present: Craig Welch, Mary Kelliher, Attorney John Bosen

Chair Griffin declared a quorum present.

II. READING OF MEETING MINUTES

Commissioner Kennedy motioned to waive the reading of the minutes dated September 11, 2019 and accept as presented. Commissioner Leith seconded the motion. There was no further discussion. The motion carried, with all in favor.

III. EXECUTIVE DIRECTOR'S REPORT

Mr. Welch summarized his Executive Director's Report, which included the recent Feaster unit demo in preparation for RAD, information about the formation of the NH Appeals Board, the Resident Services meeting with Great Bay Community College, his recent meeting with potential interim Board member candidates to fill Amy Schwartz's position, and his recent inquiry into Portsmouth Place Apartments, which is looking to sell their building.

Out of all the individuals who have met with Mr. Welch regarding filling the vacant Board position, only Craig Jewett from Jewett Construction has so far submitted the application for the Board position, to Mr. Welch's knowledge.

Commissioner Ferrini motioned to ask Mayor Blalock to put Mr. Jewett before City Council for approval to fill the vacant Board position. Commissioner Kennedy seconded the motion. There was one Nay, being Chair Griffin. The remaining Commissioners said Aye. The motion carried.

Mr. Welch informed the Board that Dian Clark gave her notice that she is leaving PHA. She has been here for 10 years, but we are happy for her in her new position of Deputy Director at Newmarket Housing.

Commissioner Ferrini moved to accept the Executive Director's report, as presented. Commissioner Leith seconded the motion. The motion passed, with all in favor.

V. OLD BUSINESS

There was no discussion.

VI. NEW BUSINESS

RESOLUTION NO. 2019-003: 2020 ANNUAL PLAN

Mr. Welch presented PHA's Annual Plan for the year beginning January 1, 2020.

Ferrini and Craig reported on their tour of Dover Housing.

Commissioner Ferrini motioned to adopt Resolution 2019-003 and approve PHA's Annual Plan submission for the year beginning January 1, 2020. Commissioner Kennedy seconded the motion. The motion passed, with all in favor.

VII. OPERATIONAL REPORTS

WAIT LIST

There was no discussion.

VACANCY REPORT

There was no discussion.

LANDLORD-TENANT

There was no discussion.

FINANCIAL REPORTS

There was no discussion.

RENT COLLECTION REPORT

There was no discussion.

HOUSING CHOICE VOUCHER UTILIZATION REPORT

There was no discussion.

COURT STREET PREDEVELOPMENT BUDGET & EXPENSE SUMMARY REPORTS

There was no discussion.

**Commissioner Ferrini motioned to approve the operational reports, as presented.
Commissioner Leith seconded the motion. The motion passed, with all in favor.**

VIII. COMMISSIONER'S COMMENTS

There was no discussion.

IX. ADJOURNMENT

Commissioner Ferrini motioned to adjourn the meeting. Commissioner Leith seconded the motion. There was no further discussion. The motion carried, with all in favor.