

MINUTES
REGULAR MEETING
BOARD OF COMMISSIONERS
PORTSMOUTH HOUSING AUTHORITY
June 9, 2021 - 2:00 p.m.
Conference Call

Chair Ferrini called the meeting to order.

I. ROLL CALL

PRESENT	LATE ARRIVAL	ABSENT
Commissioner Main		Commissioner Jewett
Commissioner Pickering		Commissioner Leith
Commissioner Rodenhizer		
Chair Ferrini		
Secretary Craig Welch		

Members were present via conference call due to the COVID-19 pandemic.

Also present: Finance Director Valerie Labrie, Executive Assistant Mary Kelliher, Attorney John Bosen.

Chair Ferrini declared a quorum present.

II. READING OF MEETING MINUTES

Commissioner Rodenhizer motioned to waive the reading of the minutes dated May 12, 2021, and accept as presented. Commissioner Main seconded the motion.

The votes were as follows:

AYES	NAYS	ABSTENTIONS
Commissioner Main		
Commissioner Pickering		
Commissioner Rodenhizer		
Chair Ferrini		

The motion passed.

IV. NEW BUSINESS

Mr. Welch reported that the Governor’s 2020 Emergency Order #12 will end on June 11. Going forward, public bodies need a quorum present in-person, with a physical location at which the public may attend. Chair Ferrini said we will assume that everyone attending will be present at the Margeson building, unless otherwise noted. If one or more members of the body (but less than a quorum) wish to participate remotely, the Board may allow remote participation if in-person attendance is not reasonably practical. If any members participate remotely, all voted must be by roll call for that particular meeting.

A. Executive Director’s Report

Portsmouth Place Apartment residents were given tenant protection vouchers, which we are managing per HUD’s request. We’ve had residents from Portsmouth Place coming to our office for the past week to sign up for their voucher.

B. Ruth’s Place

Mr. Welch said we will revisit the planning for the site visit for the Boards at the end of June.

V. OLD BUSINESS

There was no discussion.

VI. OPERATIONAL REPORTS

A. ORGANIZATION CHART

There was no discussion.

B. WAIT LIST

There was no discussion.

C. VACANCY REPORT

There was no discussion.

D. LANDLORD-TENANT

There was no discussion.

E. FINANCIAL REPORTS

Commissioner Rodenhizer asked if we have an update on percentage completed for the project. Ms. Labrie said we are at 25% complete financially, which is total hard costs and total soft costs compared to what was budgeted for those items. Chair Ferrini asked what percentage of construction is complete and how do we track what percentage of completion gets done per month. He requested that percentage of financial completion versus construction completion be provided to the Board next month.

Commissioner Main asked if we are on target to open Ruth's Place at the expected date. Mr. Welch responded that we are on target, but added that Eckman Construction had previously requested a 30-day extension, which we subsequently denied due to lack of detailed explanation provided. We still have the final date of opening in April 2022.

VII. COMMISSIONERS' COMMENTS

Chair Ferrini asked if the Board will we be getting a report from different PHA departments. Mr. Welch said he believes the first presentation will be from Facilities Director Mark Lentz.

Mr. Welch reported that at the PHA Housing Development, LTD meeting, the Directors discussed how a large percentage of Feaster and Margeson residents are individuals with mental health disorders. We want to look into how we manage priorities like for housing individuals with disabilities.

Commissioner Rodenhizer informed the Board that there is training coming up for emergency housing vouchers and asked if we have plans to administer them. Mr. Welch said the PHA does not currently have plans for that, but he will look into those details.

IX. 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 Main		
Commissioner Pickering		
Commissioner Rodenhizer		
Chair Ferrini		

The motion passed and the meeting adjourned.