

**MINUTES  
FINAL  
REGULAR MEETING  
BOARD OF COMMISSIONERS**

**PORTSMOUTH HOUSING AUTHORITY  
245 MIDDLE STREET, PORTSMOUTH, NH  
April 9, 2025 – 2:00 p.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, Operations Manager Mary Bartlett

Chair Ferrini declared a quorum present.

**II. READING OF MEETING MINUTES**

**Commissioner Rodenhizer motioned to waive the reading of the minutes dated March 12, 2025, and accept as presented. 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.**

### **III. PUBLIC COMMENTS**

There was no discussion.

### **IV. COMMUNICATIONS & CORRESPONDENCE**

Commissioner Rodenhizer invited any interested board members to attend the housing caucus crossover event at Tandy's Pub in Concord on April 10th at 5:30 PM.

Chair Ferrini invited all board members to attend the Annual Reception at The 801 (next to Nikki's Banh Mi) from 4-6pm on May 14<sup>th</sup>, following the 2pm monthly board meeting.

### **V. EXECUTIVE DIRECTOR'S REPORT**

Mr. Welch summarized his report, noting that PHA's ROSS grant has been renewed for another three years. PHA has been awarded a grant for a solar array project at Margeson, which will help replace the roof and install a 100kW rooftop system. He expressed gratitude to Revision Energy for their support in applying for the grant.

He also highlighted the recent threat to the NHSaves program, which funds energy efficiency projects, and noted that the NH Housing Authorities Corporation is actively advocating to save it.

Mr. Welch discussed the progress of two new affordable housing development projects, the Christ Church and the Sherburne School.

**VI. OLD BUSINESS**

There was no discussion.

**VII. NEW BUSINESS**

**A. Res 2025-02. Vote on Certificate of Authority RE: Department of Energy Grant**

PHA discussed the need for a Certificate of Authority for the Department of Energy grant, at the request of the NH Department of Energy’s legal team. The Certificate of Authority reiterates what is stated in the PHA Bylaws, authorizing the Executive Director to bind the Housing Authority for contractual obligations.

**Commissioner Rodenhizer motioned to approve Resolution 2025-02, authorizing the Executive Director to sign contractual obligations on behalf of the Housing Authority. 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.**

**B. Review of Nonpublic Session**

Mary Bartlett reviewed her memo, outlining the main points around the protocol for Nonpublic Session.

**VIII. OPERATIONAL REPORTS**

Ms. Labrie noted that recent overtime costs due to snow removal have impacted the budget.

**IX. ADJOURNMENT**

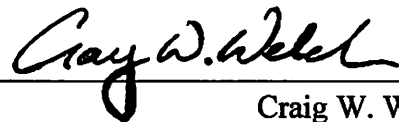
**Commissioner Rodenhizer motioned to adjourn the meeting. Commissioner Pickering seconded the motion.**

**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; the meeting adjourned.**

Respectfully Submitted,



Craig W. Welch  
Secretary



Accepted by: Kara Rodenhizer  
Vice Chair

Thomas G. Ferrini  
Chair

6/11/25  
Date