

MINUTES
DRAFT
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

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, 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:

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

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 14th, following the 2pm monthly board meeting.

V. EXECUTIVE DIRECTOR'S REPORT

Mr. Welch summarized his report, including 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 significant projects, the Christ Church and 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

Mr. Welch 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:

AYES	NAYS	ABSTENTIONS
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 there have been recent overtime costs due to snow removal and noted the impact of that on the budget.

IX. ADJOURNMENT

Commissioner Rodenhizer motioned to adjourn the meeting. 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; the meeting adjourned.