

MINUTES
FINAL
REGULAR MEETING
BOARD OF COMMISSIONERS

PORTSMOUTH HOUSING AUTHORITY
245 MIDDLE STREET, PORTSMOUTH, NH
September 10, 2025 – 2:00 p.m.

Chair Ferrini called the meeting to order.

I. ROLL CALL

PRESENT	LATE ARRIVAL	ABSENT
Commissioner Bergeron		Commissioner Rodenhizer
Commissioner Griffin		
Commissioner Main		
Commissioner Pickering		
Chair Ferrini		

Also present: Executive Director Craig Welch, Finance Director Valerie Labrie, Outreach Director Andrea Pickett, Operations Manager Mary Bartlett, Patience Horton

Chair Ferrini declared a quorum present.

II. READING OF MEETING MINUTES

Commissioner Bergeron motioned to waive the reading of the minutes dated July 9, 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		
Chair Ferrini		

The motion passed.

III. PUBLIC COMMENTS

Patience Horton expressed gratitude for the mini-split heating and air conditioning systems recently installed in her building. Patience reports that it has improved living conditions there. She also shared insights about homelessness in Portsmouth, highlighting the efforts of local organizations and the experiences of homeless individuals, emphasizing the city's diverse and inclusive demographic.

IV. COMMUNICATIONS & CORRESPONDENCE

There was no discussion.

V. EXECUTIVE DIRECTOR'S REPORT

Mr. Welch summarized his report, including an update on federal funding and an easement request for the small parking lot shared by 245 Middle Street and 241 Middle Street.

VI. OLD BUSINESS

There was no discussion.

VII. NEW BUSINESS

A. Resolution No. 2025-04 Selection of CBIZ CPAs as Independent Auditor for Fiscal Years 2025-2027 with Optional Extensions through 2029

Ms. Labrie summarized her memo and the RFQ process.

Commissioner Main motioned to approve Resolution 2025-04. Commissioner Griffin seconded the motion.

The votes were as follows:

AYES	NAYS	ABSTENTIONS
Commissioner Bergeron		
Commissioner Griffin		
Commissioner Main		
Commissioner Pickering		
Chair Ferrini		

The motion passed.

B. Resolution No. 2025-05 – Approval of PHA Payment Standards

Commissioner Pickering motioned to approve Resolution 2025-05. Commissioner Main seconded the motion.

Mr. Welch requested an amendment to the resolution to allow for the option to increase to 120% of the fair market rent (FMR) upon the agreement of the Executive Director & Finance Director.

Commissioner Bergeron motioned to approve Resolution 2025-05, amended to allow for the option to increase to 120% of the FMR upon the agreement of the Executive Director & Finance Director. Commissioner Pickering seconded the motion.

The votes were as follows:

AYES	NAYS	ABSTENTIONS
Commissioner Bergeron		
Commissioner Griffin		
Commissioner Main		
Commissioner Pickering		
Chair Ferrini		

The motion passed.

VIII. OPERATIONAL REPORTS

Ms. Labrie summarized the main points in the financial reports.

Commissioner Main noted some high waiting list times on the vacancy report.

Mr. Welch noted that our average number of vacancies have gone down again from 16 to 15. Last month, it had gone down from 17 to 16.

Commissioner Griffin motioned to approve the operational reports. Commissioner Pickering seconded the motion.

The votes were as follows:

AYES	NAYS	ABSTENTIONS
Commissioner Bergeron		
Commissioner Griffin		
Commissioner Main		
Commissioner Pickering		
Chair Ferrini		

The motion passed.

IX. ADJOURNMENT

Commissioner Main motioned to adjourn the meeting. Commissioner Griffin seconded the motion.

The votes were as follows:

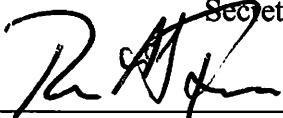
AYES	NAYS	ABSTENTIONS
Commissioner Bergeron		
Commissioner Griffin		
Commissioner Main		
Commissioner Pickering		
Commissioner Rodenhizer		
Chair Ferrini		

The motion passed; the meeting adjourned.

Respectfully Submitted,



Craig W. Welch
Secretary



Accepted by: Kara Rodenhizer Thomas G. Ferrini
Vice Chair Chair

10/8/25
Date