

**MINUTES
FINAL
REGULAR MEETING
BOARD OF COMMISSIONERS**

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

Chair Ferrini called the meeting to order.

I. ROLL CALL

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

Also present: Executive Director Craig Welch, Finance Director Valerie Labrie, Outreach Director Andrea Pickett, Attorney John Bosen, 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 November 12, 2025, and accept as presented. Commissioner Bergeron seconded the motion.

The votes were as follows:

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

The motion passed.

III. PUBLIC COMMENTS

There was no discussion.

IV. COMMUNICATIONS & CORRESPONDENCE

There was no discussion.

V. EXECUTIVE DIRECTOR'S REPORT

Mr. Welch summarized his report, including the state of federal funding, development updates, and the status of capital projects.

We were delighted to hear that the Sherburne School project was recommended for LIHTC award, which will be officially voted on at NH Housing's December 18th Board of Directors. There is no precedent on the Board not voting to approve the committee's recommendation, so we expect to receive an \$8.8 million allocation of credits for Sherburne.

There is an energy charette scheduled for Tuesday, December 16th at 9am at the office of Market Square Architects.

Mr. Welch said we are aiming to close on construction financing for Christ Church in February and start construction in early March.

VI. OLD BUSINESS

There was no discussion.

VII. NEW BUSINESS

A. Approval of the Portsmouth Housing Authority 2026 Budget

Commissioner Main motioned to approve Resolution 2025-06: Approval of the Portsmouth Housing Authority 2026 Budget. Commissioner Griffin seconded the motion.

Ms. Labrie pointed out the changes since the draft budget was presented in November. She noted that health insurance plan rates were lower than budgeted.

The votes were as follows:

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

The motion passed; the meeting adjourned.

Mr. Welch noted there will likely be a recommendation for the Portsmouth Housing Authority Board of Commissioners to go into nonpublic session at the January board meeting, with the PHA Housing Development, Ltd. Board of Directors present.

Commissioner Rodenhizer brought up the timing for Mr. Welch’s annual review. Due to the likely busy meeting in January, the plan is for Mr. Welch’s review to take place in February.

VIII. OPERATIONAL REPORTS

Commissioner Rodenhizer asked about “other income tenant charges.” Ms. Labrie said if a tenant leaves a unit damaged, the revenue from that goes into an account.

Commissioner Main motioned to approve the operational reports. Commissioner Rodenhizer seconded the motion.

The votes were as follows:

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

The motion passed; the meeting adjourned.

IX. ADJOURNMENT

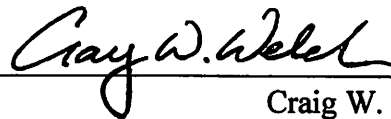
Commissioner Rodenhizer motioned to adjourn the meeting. Commissioner Bergeron seconded the motion.

The votes were as follows:

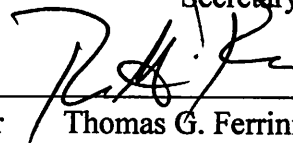
AYES	NAYS	ABSTENTIONS
Commissioner Bergeron		
Chair Ferrini		
Commissioner Griffin		
Commissioner Main		
Commissioner Rodenhizer		

The motion passed; the meeting adjourned.

Respectfully Submitted,



Craig W. Welch
Secretary



Accepted by: Kara Rodenhizer
Vice Chair

Thomas G. Ferrini
Chair

1/14/20
Date