

**MINUTES
FINAL
REGULAR MEETING
BOARD OF COMMISSIONERS**

**PORTSMOUTH HOUSING AUTHORITY
245 MIDDLE STREET, PORTSMOUTH, NH
December 11, 2024 – 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 Main motioned to waive the reading of the minutes dated November 13, 2024, 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

Craig thanked Commissioner Griffin for securing a \$6,000 donation to the Ruth Griffin Fund from the children of J. Paul Griffin. The money benefits the “Getting Ahead in a Just Getting by World” program for PHA residents.

Commissioner Rodenhizer requested that Mr. Welch’s annual performance and salary review be included on the agenda for next month’s meeting.

V. EXECUTIVE DIRECTOR’S REPORT

Mr. Welch summarized his report. He noted that a memorandum of understanding with Service Credit Union is being circulated between all parties.

VI. OLD BUSINESS

A. Sherburne School Below Market Rate Housing Development RFP Update

Mr. Welch noted that on Monday, December 9, Portsmouth City Council voted to award the Sherburne School project to PHA and staff are excited to continue with this project. He said that PHA successfully made its case of being a strongly rooted, local organization.

Commissioner Griffin asked what the next steps look like for the project. Mr. Welch stated staff are working backwards from August 2025, which is when the tax credit application is due. Tax credits are awarded in October.

B. Resolution 2024-08 2025 PHA Budget

Commissioner Rodenhizer motioned to approve Resolution 2024-08, approving the final 2025 PHA Budget as presented in the December 2024 board packet. Commissioner Main seconded the motion.

Ms. Labrie noted the final 2025 budget versus the November draft are both included in the board packet for comparison.

The votes were as follows:

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

The motion passed.

VII. NEW BUSINESS

A. Resolution 2024-09 2025 Flat Rent Update

Commissioner Main motioned to approve Resolution 2024-09. Commissioner Rodenhizer 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. Updates to the Public Housing Admissions and Continued Occupancy Policy (ACOP)

Mr. Welch noted that one of the changes is a mandatory policy change from HUD and also that changes to the ACOP that are not considered significant do not require a board vote.

VIII. OPERATIONAL REPORTS

There was no discussion.

IX. COMMISSIONERS COMMENTS

There was no discussion.

X. ADJOURNMENT

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

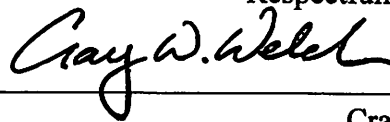
There was no further discussion.

The votes were as follows:

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

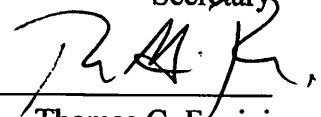
The motion passed; the meeting adjourned.

Respectfully Submitted,



Craig W. Welch

Secretary

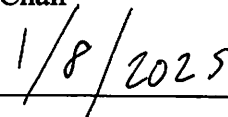


Accepted by: Kara Rodenhizer

Vice Chair

Thomas G. Ferrini

Chair



Date