

MINUTES
FINAL
REGULAR MEETING
BOARD OF COMMISSIONERS
PORTSMOUTH HOUSING AUTHORITY
245 MIDDLE STREET, PORTSMOUTH, NH 03801
September 9, 2026 – 2 p.m.

Chair Rodenhizer called the meeting to order.

I. ROLL CALL

PRESENT	LATE ARRIVAL	ABSENT
Commissioner Griffin		Commissioner Bergeron
Commissioner Main		
Commissioner Margolin		
Commissioner Pickering		
Commissioner Rodenhizer		

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

Chair Rodenhizer declared a quorum present.

II. READING AND APPROVAL OF THE PREVIOUS MEETING'S MINUTES

Commissioner Griffin motioned to waive the reading of the minutes dated July 8, 2026, and accept as presented. Commissioner Pickering seconded the motion.

The votes were as follows:

AYES	NAYS	ABSTENTIONS
Commissioner Griffin		
Commissioner Main		
Commissioner Margolin		
Commissioner Pickering		
Commissioner Rodenhizer		

The motion passed.

III. PUBLIC COMMENTS

There was no comment.

IV. COMMUNICATIONS & CORRESPONDENCE

The Board reviewed an invitation from HUD to attend a September 11 meeting with Regional Administrator Michael Banks at Dover Housing Authority. The Board discussed the anticipated presentation regarding work requirements and agreed that any proposed organizational commitment with potential policy or funding implications should be brought to the Board for consideration.

V. EXECUTIVE DIRECTOR'S REPORT

Commissioner Margolin summarized the ROAD to Housing Act, a broad federal housing proposal combining numerous housing measures. The discussion noted provisions intended to encourage new housing supply and potential opportunities involving Community Development Block Grant funds, water and sewer infrastructure, and other competitive housing resources.

VI. OLD BUSINESS

Sherburne School

Staff reported that the Project 1 financing and design work continues, with a goal of closing and beginning construction by the end of the first quarter of 2027. PHA is preparing to update the City Council regarding the project design, timeline, land lease, a possible payment-in-lieu-of-taxes arrangement, and a cost-recovery approach for required off-site sewer improvements.

PHA did not submit the contemplated 4% tax credit application for Phase 2 because updated cost information created a substantial funding gap and the application could not be supported responsibly. Staff continues to advance Phase 2 design concepts, including preservation of more of the former school and possible artist, maker, or community space, so the project is positioned for future funding opportunities.

Staff also reported a \$2.5 million Affordable Housing Program award from the Federal Home Loan Bank of New York for the Sherburne project.

VII. NEW BUSINESS

Draft Policy for Reviewing Previously Sealed Board Minutes

Staff presented a policy requiring periodic review of previously sealed nonpublic session minutes. Staff identified 23 sets of sealed minutes and recommended beginning with the oldest records, reviewing a manageable number at each meeting, and determining case by case whether continued sealing is warranted.

Commissioner Pickering motioned to adopt the Policy for Review of Sealed Nonpublic Session Minutes as presented and direct staff to begin review in accordance with the timeline outlined in the staff memorandum. Commissioner Griffin seconded the motion.

AYES	NAYS	ABSTENTIONS
Commissioner Griffin		
Commissioner Main		
Commissioner Margolin		
Commissioner Pickering		
Commissioner Rodenhizer		

The motion passed.

Review of 2027 Annual Plan & MTW Supplement

The Board received the draft 2027 Annual Plan and Moving to Work Supplement for review. Final action is scheduled for the October meeting following the Resident Advisory Board process and public review period. Outstanding questions included the availability of hardship protections and the timing and form of tenant notice. Staff reported that 49 of 410 Housing Choice Voucher households and 23 of 419 public housing households currently have tenant rent below \$100, and that at least 30 days' notice would be required before the anticipated January 1 implementation.

VIII. OPERATIONAL REPORTS

The Board reviewed waiting-list, vacancy, financial, rent-aging, leasing, and utilization reports. Staff explained that the recent increase in waiting-list activity was related to expanded online access. The Board also discussed the new financial highlights summary, allocation of in-house legal costs among properties, and lower-than-budgeted public housing operating subsidy caused in part by federal proration and eligibility calculations.

Commissioner Main motioned to accept the operational reports. Commissioner Pickering seconded the motion.

The votes were as follows:

AYES	NAYS	ABSTENTIONS
Commissioner Griffin		
Commissioner Main		
Commissioner Margolin		
Commissioner Pickering		
Commissioner Rodenhizer		

The motion passed.

IX. ADJOURNMENT

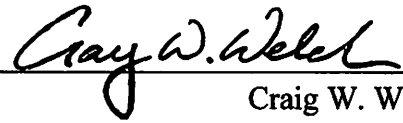
Commissioner Pickering motioned to adjourn the meeting. Commissioner Griffin seconded the motion.

The votes were as follows:

AYES	NAYS	ABSTENTIONS
Commissioner Griffin		
Commissioner Main		
Commissioner Margolin		
Commissioner Pickering		
Commissioner Rodenhizer		

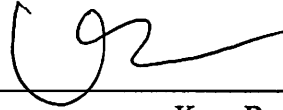
The motion passed; the meeting adjourned.

Respectfully Submitted,



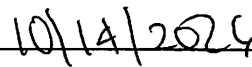
Craig W. Welch
Secretary

Accepted by:



Kara Rodenhizer
Chair

Michael Griffin
Vice Chair



Date