

**Commissioners:**  
Terri-Denise Cortvriend  
Nicholas Credle  
Gary Gump  
Ronald Harnois  
James Seveney

**Portsmouth Housing Authority  
Town of Portsmouth, Rhode Island  
Board of Commissioners**



## **AGENDA**

**PURSUANT TO EXECUTIVE ORDER NO. 20-05 EXECUTED BY GOVERNOR GINA RAIMONDO ON MARCH 16, 2020, THIS MEETING WILL BE TELECONFERENCED VIA ZOOM: The public is invited to attend and participate in this meeting by accessing the meeting link set forth herein. For those without access to video observation platforms, you may also call in to participate in this meeting by using the call-in phone number provided herein.**

**On Monday December 21, 2020 at 7:00 PM, the Portsmouth Housing Authority meeting will be live streamed on the web and by phone dial-in using the Zoom remote meeting service.**

**To participate via computer, use this link: <https://us02web.zoom.us/j/85875835775>**

**To participate by phone:**

- To access the meeting by phone dial-in, please dial: 1-888-788-0099
- Once prompted for the meeting ID, please dial: 858 7583 5775#
- Once prompted for a participant ID, dial # again.

**You will now be in the meeting.**

While in the audio conference, to raise your hand to ask a question, dial \*9 and the host will be notified of your interest to ask a question. Dial \*6 to mute and unmute yourself.

To access the meeting through the web using a computer or mobile device, go to the following web link in any browser (i.e. Google Chrome, Internet Explorer, Apple Safari, Mozilla Firefox, etc.) to run the Zoom app and view the meeting: <https://zoom.portsmouthri.com/housingauthority>

Using your laptop or mobile device, you can raise your hand to ask a question, or pose the question in the moderated Question and Answering chat window. The host will then be able to respond to your raised hand or Q&A question.

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**ZOOM MEETING AGENDA**

**December 21, 2020**

**7:00 PM**

Please note in accordance with Section 42-46-6 (b) The PHA Board may review, discuss and/or take potential action and/or vote on the following asterisked\* items:

**1. CALL TO ORDER; ROLL CALL**

**2. CHAIRMAN'S REPORT**

- A. Annual Report for 2020 to the Town of Portsmouth

**3. APPROVAL OF MINUTES \***

- A. Minutes for November 16, 2020

**4. FINANCIALS AND BILLS \***

- A. None

**5. COMMUNICATIONS \***

- A. Email 11/27/20 request for elderly housing – from Dione Dubree.

**6. OLD BUSINESS\***

- A. Follow up discussion on organizational overview and status from Coastal Housing Corporation – Coastal Executive Director\*
  - 1) Additional questions emailed to Rachel Kelley on 11/27/2020
    - i. Ownership of Quaker Manor and Quaker Estates I,II,III,IV
    - ii. HUD requirement/approval of new management agent
    - iii. Current occupancy of all 73 units
    - iv. Status of current waiting list
- B. Discussion on nature of the relationship between Portsmouth Housing Authority and Coastal Housing Corporation (an "instrumentality" of the PHA). See excerpt from Dilley letter to Town of Portsmouth, dated July 28, 2016:

Dear Mr. Rainer:

Quaker Manor is a public housing property providing affordable housing for 40 elderly and disabled residents in Portsmouth. Portsmouth Housing Authority is converting Quaker Manor to private ownership under HUD's Rental Assistance Demonstration (RAD) initiative. The new owner will be Quaker Manor LLC, a single asset entity. Portsmouth Housing Authority, governed by a Town-appointed Board of Commissioners, will be the sole corporate member of Quaker Manor LLC.

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**7. NEW BUSINESS \***

- A. Discussion on impending transition of management responsibility from Coastal Housing Corp. to Phoenix Property Management, Inc. Welcome Mr. Michael Packard, President.
- B. Discuss HUD programs, oversight responsibility and authority, and relationship with PHA.

**8. REPORTS \***

- A. Status on required reports, eg. RIGL § 45-25-31. Annual report. (The authority shall, at least once a year, file with the mayor of the city a report of its activities for the preceding year, and make any recommendations with reference to any additional legislation or other action that may be necessary in order to carry out the purposes of chapters 25 – 27 of this title.)

**9. PUBLIC COMMENT/OPEN FORUM**

Please note in accordance with § 42-46-6 (d) the PHA Board may take and respond to comments initiated by a member of the public for informational purposes only, and will not be voted on.

**10. EXECUTIVE SESSION**

The Housing Authority Board of Commissioners may seek to enter Executive Session, pursuant to RIGL §42-46-5(a), to discuss the following:

- A. None

**11. NEXT MEETING\***

**12. ADJOURNMENT\***

Pursuant to RIGL S 42-46-6(c) Notice of this meeting shall be posted on the Secretary of State's website, at the Portsmouth Housing Authority and the Portsmouth Town Hall.

Posted on the RI Secretary of State website: 12/17/2020