



## **AGENDA FOR JULY 10<sup>TH</sup> 2023 AT 3:00 PM**

**Location: Portsmouth Town Hall, Council Chambers**

**This will be an in-person meeting**

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**

- A. Commissioners Present:
- B. Introduction of Guests: TBD

### **2. CHAIRMAN'S REPORT**

- A. Short recap of accomplishments since our Feb 10<sup>th</sup> meeting.
  - a. PHA/Quaker Manor LLC has complied with all conditions associated with the HUD Complaint settlement agreement.
  - b. Sabattus Housing submitted the HUD application for "Transfer of Physical Assets" (TPA) on April 17<sup>th</sup>, 2023 per the settlement agreement. This is the formal approval process required by HUD to authorize the sale of Quaker Manor by Quaker Manor LLC to Sabattus Housing, Inc. ([About Us](#) | [Sabattus Housing](#))
  - c. We are awaiting HUD approval of the TPA. Upon approval the Purchase & Sale Agreement will be executed and the property ownership will convey to Sabattus.

### **3. APPROVAL OF MINUTES \***

- A. Minutes for February 10th, 2023

### **4. FINANCIALS AND BILLS \***

- A. Review 2022 draft audit report submitted by Citrin-Cooperman on 7/5/23

### **5. COMMUNICATIONS \***

- A. Phone conversation with Rich Rainer regarding invitation for PHA inclusion in the Town's application for competitive award of CDBG funding.
- B. Phone conversation with CDBG Program Manager, Bob Plain of Church Community Housing Corp. on 6/28 regarding PHA participation in the Town of Portsmouth grant application.

### **6. OLD BUSINESS\***

- A. Continue Board dialogue on what our future should look like after the Quaker Manor ownership transfer to Sabattus Housing is complete.
- B. Status on HUD processing/approval of our "Transfer of Physical Assets" application to transfer ownership of Quaker Manor from Quaker Manor LLC to Sabattus Housing Corp.

**Commissioners:**  
Chair James Seveney  
Vice-Chair Terri Cortvriend  
Gary Gump  
Ronald Harnois  
Sharlene Stoker Patton

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



**7. NEW BUSINESS \***

- A. Review/approve draft 2022 annual audit for Quaker Manor conducted by Citrin-Cooperman. Board approval for submission of the 2022 audit through the HUD REAC portal is requested.
- B. Discussion/update on CDBG opportunity offered by the Town of Portsmouth.

**8. REPORTS \***

- A. None

**9. PUBLIC COMMENT/OPEN FORUM**

**10. EXECUTIVE SESSION\***

The Housing Authority Board of Commissioners may seek to enter Executive Session, for discussions and/or potential actions pursuant to RIGL §42-46-5(a):

- A. PHA Board of Commissioners may enter executive session in accordance with RIGL §42-46-5(a)(2) and (5).

**11. NEXT MEETING\***

- A. Tentative Annual Schedule of PHA Board of Commissioners meetings in 2023:
  - a. Monday, October 16<sup>th</sup>, 3pm
- B. These projected meeting dates are subject to change as circumstances may require. All meetings/changes will be duly published in accordance with RIGL open meetings notification requirements.

**12. ADJOURNMENT\***

Pursuant to RIGL § 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: