

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

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



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## **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 November 16, 2020 at 6:00 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 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**

**November 16, 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. n/a

**3. APPROVAL OF MINUTES \***

A. none

**4. FINANCIALS AND BILLS \***

A. None

**5. COMMUNICATIONS \***

A. None

**6. OLD BUSINESS\***

A. None

**7. NEW BUSINESS \***

- A. Review, Discussion, and Possible Action regarding organizational updates and changes to the Portsmouth Housing Authority Board of Commissioners.
  - 1) Elect a chairperson
  - 2) Elect a vice-chairperson
- B. Appoint PHA legal counsel\*
- C. Establish a regular PHA meeting schedule\*
- D. Establish (re-establish) PHA rules of order (eg. "Robert's Rules")\*
- E. Organizational overview and status from Coastal Housing Corporation – Coastal Executive Director\*
  - 1) Relationship with PHA as our "instrumentality"
  - 2) Overview of Quaker Manor / Estates holdings
  - 3) Description of HUD program/contractual obligations and relationships
  - 4) Establish a meeting date for reviewing Coastal Housing operations, budgets and finances, and discuss agenda items to be covered

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- F. Training for PHA Board of Commissioners
  - 1) RI Open Meetings requirements for public bodies, RIGL 42-46
  - 2) Annual Ethics Training
- G. Review, Discussion, and Possible Action regarding communications policy for the Portsmouth Housing Authority.

**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.

ALL NOTE: This meeting location is accessible to the physically challenged. If communications assistance is needed or other accommodations to ensure equal participation, please call 1 -800-745-5555, or contact the Housing Authority Director at (401)-423-1561, via facsimile to 401-423-3715, or email to [bcanthony678@gmail.com](mailto:bcanthony678@gmail.com).

Posted on the RI Secretary of State website: 11/xx/2020