

City of Portland

Remote Rental Housing Advisory Committee



Monday, March 13, 2023 at 5:30 PM

To submit written public comment on an agenda item, email Vvolent@portlandmaine.gov. Submissions must be received on March 10 by 12:00 pm to guarantee their inclusion in the agenda packet. All submissions must include the commenter's name and legal address. To help ensure your comment is submitted for the correct item, please include the name of the agenda item (see below).

REMOTE ACCESS INFORMATION:

The Rental Housing Advisory Committee will conduct this meeting remotely via Zoom pursuant to the Remote Meeting Policy adopted by the Portland City Council. Install the free Zoom app to participate. If you are not able to attend via Zoom, a recording will be available in the [Agenda Center](#) following the meeting.

For public comment via Zoom, you will need to use the "raise your hand" feature. To raise your hand via the telephone, please hit *9. You will be unmuted by the host when it is time for public comment.

Please click on the link below to join the webinar:

<https://portlandmaine-gov.zoom.us/j/85107824339>

To join via telephone or iPhone dial: 305 224 1968

Meeting ID 851 0782 4339

1. Review and Approval of Minutes of the January 9, 2023 meeting
 - a. January 9, 2023 Draft Minutes
2. Discussion of memo to Housing & Economic Development Committee requesting clarification / update on RHAC's charge and duties
3. Nomination and selection of new Tenant Co-Chair
4. Public Comment
 - a. Members of the public will be given an opportunity to address the Committee. Any person wishing to address the Committee shall give their name and address, and, if applicable, organization represented, and restrict comments to three (3) minutes.

NOTE: The Rental Housing Advisory Committee is not a grievance committee or complaint forum for landlord-tenant issues or dispute resolution. The duties of the Committee are: (1) to provide the Housing and Economic Development Committee with recommendations or proposals for improvements, modifications, or changes regarding landlord and tenant policy issues; and (2) to identify educational opportunities, seminars, and materials that would be useful to landlords and tenants.

5. Next Meeting: TBD

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Advisory Committee

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6. Adjournment

Rental Housing Advisory Committee
Minutes of Remote Meeting held on January 9, 2023

Committee attendance: Nora Graves, Wendy Harmon, Jonathan Kurzfeld, Jeremy Lock, Christopher Marot, Crow Norlander, Gretchen Phoenix, and Regan Sweeney

Staff attendance: Mary Davis

Item 1: Review and Approval of the Minutes of the December 12, 2022 Meeting

Motion made by Jeremy Lock and seconded by Jonathan Kurzfeld. Motion passed 7-0-1 in favor with one abstention.

Item 2: Update and changes in RHAC membership

Nora shared that she is not returning once her term expires in March. Crow acknowledge his term is expiring and he has not determined if he will seek another term. Wendy MENTIONED that three RHAC vacancies were recently advertised.

Item 3: Nomination and selection of new Tenant Co-Chair

Committee made an informal decision to wait for the outcome of HEDC discussion as well as more time to allow the new tenant member, Gretchen Phoenix, to become familiar with the committee's work, before nominating and selection a tenant co-chair.

Item 4: Discussion of upcoming meeting schedule and future meeting dates

Next meeting Monday March 13th at 5:30; Mary will check to see if the remote meeting policy needs to be updated for the committee to continue to meet remotely.

Item 5: Discussion of memo to Housing & Economic Development Committee requesting clarification / update on RHAC's charge and duties

Jonathan Kurzfeld made a motion to approve the memo and forward it to the HEDC; motion was seconded by Chris Marot. The committee requested that the date on the memo be updated to reflect today's date prior to being sent to the HEDC. Motion passed 8-0.

Regan will plan to attend the 2/21 HEDC meeting. Mary will confirm the HEDC meeting date and circulate meeting information (day, time, etc.) to the committee.

Item 6: Public Comment

The meeting was opened to public comment, seeing no members of the public in attendance, the public comment period was closed.

Item 7: Other Business

Nora noticed RHAC committee page on webpage has not been updated.

The meeting was adjourned at 6:17 p.m.

Respectfully submitted by Mary Davis