

Vice Chair Malecky Called Regular Meeting of the Portland Housing Authority to order on Wednesday June 19, 2019 at 8:48 a.m. at Community Center, 208 Main St. Portland, CT.

PRESENT: Vice Chairperson Susan Malecky, Commissioner Deborah Hallas, Commissioner Matthew Pegolo.

ABSENT: Chairperson Dawn Wadding.

STAFF: Marilyn Rivera Executive Director, Dan Rafaniello Staff Accountant, Carol Diaz, Administrative Housing Assistant.

ACCEPTANCE OF THE AGENDA: Vote was unanimously approved and accepted.

APPROVAL OF THE REGULAR MEETING MINUTES — May 15, 2019. Vote was unanimously approved and accepted.

INTRODUCTION OF NEW EMPLOYEE: Carol Diaz-Administrative Housing Assistant.

REVIEW AND TAKE ACTION OF APRIL AND MAY 2019 FINANCIAL REPORTS-prepared by Richard Fenton: It was updated that financials are a work in process, budget is finally on our software. Budget is condensed so numbers will be balanced. Motion was made by Vice Chairperson Malecky to approve and accepted.

PUBLIC PARTICIPATION:

Cynthia Ferraro from Quarry Heights

Tenant main concern and suggestion were to add a speeding sign on Quarry Heights.

Contractors smoking in property (Brothers Landscaping) in particular.

Juliet Wong from Chatham Court

Tenant spoke about recently purchasing a new home, therefore unable to pay last month rent for June, due to closing cost. No notice was given from tenant regarding moving, she was concern regarding rent payment, late charges and any other charge inquired after moving out.

Rosalyn Beatty-Section 8 Participant

Section 8 participant mention she would like us to provide picnic tables in the property.

STAFF ACCOUNTANT REPORTS: Reviewed list of Invoices for Operating Expenses for Master Account and Section 8 Accounts. Motion was made by Vice Chairperson Malecky to approve and accepted.

EXECUTIVE DIRECTORS REPORT:

New Business/ Executive Director:

Plans to advertise in July in the 211 websites for the Public Housing Programs.

Audit coming up on August.

Discussed September 1, 2019, rent increases for only market renters, residents must be given 3 months in advance notice.

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Board of Commissioners: Suggested change of Board meeting date and time and agreed on the 3rd? Monday of every month at 5pm at either Quarry Heights or Chatham Court. Board of Commissioner suggested; Resident Commissioner is needed.

ADJOURNMENT:

Meeting was adjourned at 9:55 am

Respectfully submitted

Marilyn Rivera
Executive Director