



# Housing Authority of the Town of Portland 9 Chatham Court, Portland, CT 06480

Executive Officer  
Allen Harrison

Phone: (860) 342-1688  
Fax: (860) (860) 342-3961  
Website: [www.portlandha.org](http://www.portlandha.org)

Board of Commissioners  
Dawn Wadding, Chair  
Susan Malecky, Vice Chair  
Deborah Hallas, Secretary  
Matthew Pegolo, Treasurer  
Jasmin Nunez, Tenant Commissioner

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Vice Chair Susan Malecky called the Regular Meeting of the Portland Housing Authority to order on Monday August 16, 2021, at 5:02 pm.

## **1. CALL TO ORDER/ ROLL CALL**

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

**STAFF:** Allen Harrison Executive Director, Dan Rafaniello Staff Accountant, and Carol Diaz Administrative Housing Assistant.

**OTHER:** Joseph McQuade, Town Labor Attorney

**ABSENT:** Commissioner Jasmine Nunez and Chair Dawn Wadding.

**2. ACCEPTANCE OF THE AGENDA** It was then moved by Commissioner D. Hallas and seconded by Commissioner M. Pegolo to approve. Vote was unanimously approved and accepted.

**3. PUBLIC PARTICIPATION**  
NONE

**4. COMMUNICATIONS/CORRESPONDENCE**  
NONE

## **5. APPROVAL OF THE REGULAR MEETING MINUTES – held July 19, 2021**

It was moved by Commissioner D. Hallas and seconded by Commissioner M. Pegolo to approve the Regular Meeting Minutes. Vote was unanimously approved and accepted.

## **6. REVIEW AND TAKE ACTION OF JULY 2021 FINANCIAL REPORTS-Prepared by Richard Fenton, CPA.**

Commissioner M. Pegolo reached out to Dan Rafaniello Staff Accountant regarding the general ledger for the mowing charges for CC and QH and it was explained.

Motion was made by Commissioner M. Pegolo, and it was second by Commissioner D. Hallas to approve JULY 2021 Financial Reports prepared by Richard Fenton, CPA.

## **7. EXECUTIVE DIRECTORS REPORT**

a. Office Report: Carol Diaz reported both Chatham Court and Quarry Heights is at 100% occupancy.

Para una traduccion en espanol por favor llame a la oficina (860) 342-1688  
The Portland Housing Authority is an Equal opportunity Affirmative Action Employer

No notices to quit or letters of termination served.

Sue Nellis Tar's ending numbers for the month of June for 2021.

CC-active tenant's balance:	\$0	QH-active tenant's balance:	\$ 0
CC-move out balance:	\$0	QH-move out balance:	\$ 0

HCV Lease units for July 2021: Regular Housing Voucher leased 58, Project Based Voucher leased 17, Ported out vouchers 4, Total Leased Voucher 79 and 5 outstanding vouchers.

Executive Director Allen Harrison reported that Section 8 participants have been having a difficult time finding units in Portland and Cromwell. Units are going as soon as they are listed, or the rents is too high for the program. Some participants are thinking due to the lack of units in Portland and Cromwell moving into another jurisdiction may be another option for voucher holders. Joan S. from HUD has been contacted, to see what the PHA options are regarding this issue going forward.

Commissioner S. Malecky suggested maybe increasing the amount of the vouchers because she has noticed the rent amounts increase in the area.

Executive Director reported that there has been a maintenance person hire pending, drug screening and background check. Hopefully next board meeting he will be introduced to the Board of Commissioners.

Motion was made by Commissioner M. Pegolo, and it was second by Commissioner D. Hallas to approve the Executive Directors Report.

### **8.New Business/Old Business**

Allen Harrison reported that Resident Commissioner Vacancy Notice has gone out to CC, QH and Section 8 tenants and hopefully whoever is elected during the next couple of months can transition right after Tenant Commissioner Jasmin Nunez term is up in December of 2021.

In September the audit will begin and hopefully by October the PHA should have everything done for Jason G. There is an extension provided if necessary.

CT Eviction Moratorium, Allen Harrison reports the PHA has not had any issues regarding nonpayment of rent.

Executive Director, Allen Harrison extended to the Board of Commissioners the CONN NAHRO training available at Mohegan Sun.

### **9.Adjournment**

Vice Chairperson S. Malecky motioned to adjourn at 5:35 p.m. Commissioner D. Hallas seconded the motion was unanimously approved and accepted.

Respectfully Submitted

*Allen Harrison*

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Executive Director



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