



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

Executive Officer
Allen Harrison

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Board of Commissioners
Susan Malecky, Chair
Deborah Hallas, Vice Chair
Matthew Pegolo, Treasurer
Cynthia Ferraro, Tenant Commissioner
Dan Weeden, Commissioner

Commissioner S. Malecky called the Special Board Meeting of the Portland Housing Authority to order on June 21, 2022, at 5:04 p.m. at the Quarry Heights, Community Center.

1. CALL TO ORDER/ ROLL CALL

PRESENT: Chairperson Susan Malecky, Vice Chairperson Deborah Hallas, Tenant Commissioner Cynthia Ferraro and Commissioner Dan Weeden.

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

Excused: Commissioner Matt Pegolo,

2. ACCEPTANCE OF THE AGENDA

It was then moved by Commissioner D. Hallas and seconded by Commissioner D. Weeden to accept the agenda as amended. Vote was unanimously approved and accepted.

3. PUBLIC PARTICIPATION: None

4. APPROVAL OF THE ANNUAL BOARD MEETING MINUTES HELD May 16, 2022.

Chairperson S. Malecky made a motion to approve Annual Board Meeting Minutes held May 16, 2022. Vote was unanimously approved and accepted.

5. REVIEW AND TAKE ACTION OF MAY 2022 FINANCIAL REPORTS- PREPARED BY R.FENTON, CPA.

Vice Chairperson D. Hallas inquired clarification regarding the Quarry Heights remaining budget line number (377,462.63) and the meaning of that number being in parenthesis.

Executive Director explained that number is parenthesis it's what's left of the budget.

Chairperson S. Malecky made a motion to approve May 2022 Financial Reports and it was seconded by commissioner C. Ferraro. Vote was unanimously approved and accepted.

6. COMMUNICATIONS/CORRESPONDENCE

None

7. EXECUTIVE DIRECTORS REPORT: Chatham Court, Quarry Heights, and Section 8

Carol Diaz communicated Chatham Court and Quarry Heights are currently at 100% occupied. Two Kappa Notices for 2 residents at Quarry Heights for serious nuisance continue. The Kappa notice at Chatham Court the PHA has stopped, and the tenant has moved out. Waitlist will hopefully be opening for July 2022.

Office Report: Tar's ending numbers for the month of June 30, for 2022.

CC-active tenant's balance:	\$204.94	QH-active tenant's balance:	\$ 0.00
CC-move out balance:	\$0	QH-move out balance	\$ 0.00

The PHA currently has 50 regular housing vouchers leased as of June 25 Project Based Voucher at QH , 3 families that ported out for a total of 78 with 9 families looking for units.

Allen Harrison reported that a pass due tenant balance, was paid off recently by an agency helping individuals with housing. This tenant lived at Quarry Heights from 2013 to 2015.

Chairperson S. Malecky made a motion to approve Executive Director report and it was seconded by commissioner D. Hallas. Vote was unanimously approved and accepted.

8. OLD/NEW BUSINESS

Commissioner Dan Weeden informed the board of commissioners the food distributor has decided to donate 100% of the meals at no cost for the summer lunch program.

Allen Harrison reported that on June 15, 2022, he attended Town Council meeting for the Board of Selectmen along with Nathan Bonder to explain the conversion and the process. He hopes by July 20th they can have the letter of support from the town signed, so they can move forward with the next step of the conversion.

9. ADJOURNMENT

At 5:38 pm, Chair S. Malecky made a motion to adjourn the meeting. There being no further discussion. Vote was unanimously, motion carried.

Respectfully Submitted

Allen Harrison

Allen Harrison
Executive Director