



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

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

Commissioner S. Malecky called the Regular Board Meeting of the Portland Housing Authority to order on August 15, 2022, at 5:05 p.m. at the Quarry Heights, Community Center.

1. CALL TO ORDER/ ROLL CALL

PRESENT: Chairperson Susan Malecky, Vice Chairperson Deborah Hallas, Commissioner Matt Pegolo, and Tenant Commissioner Cynthia Ferraro.

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

ABSENT: Commissioner Dan Weeden.

2. ACCEPTANCE OF THE AGENDA

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

3. PUBLIC PARTICIPATION: None

4. APPROVAL OF THE SPECIAL BOARD MEETING MINUTES HELD July 18, 2022.

Chairperson S. Malecky made a motion to approve Special Board Meeting Minutes held July 18, 2022. Vote was unanimously approved and accepted.

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

Chairperson S. Malecky request for a motion to be made, commissioner C. Ferraro made a motion to approve August 2022 Financial Reports and it was seconded by commissioner M. Pegolo. 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. The waitlist numbers have increased due to the opening of the HCV waitlist and the State waitlist.

River East was contacted to share the game that was held on July 29, 2022, at the Dunkin Donuts Park for

the Housing Night in America baseball game to see the Hartford Yard Goats host the Portland Sea Dogs and also to support the CONN NAHRO Scholarship Program that annually provides 3 or more scholarships to graduating high school seniors and current college undergraduates who are residents of housing authority managed properties or Section 8 housing. The Portland Housing Authority invited and purchased its Chatham Court residents' tickets. One of our tenants got invited to pitch the first ball, along with his sister who also got to pitch, the story will be included in the next Rive East edition.

Office Report: Tar's ending numbers for the month of July 31, for 2022.

CC-active tenant's balance:	\$187.80	QH-active tenant's balance:	\$ 142.00
CC-move out balance:	\$0	QH-move out balance	\$ 0.00

The PHA currently has 49 regular housing vouchers leased, 25 Project Based Voucher, 2 families that ported out for a total of 76 with 10 families looking for units.

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

a. Audit Update: Allen Harrison reported the auditor will be coming sometime in August to complete the one-day field day inspection, most of what is required has been uploaded in the organizer and then it gets submitted to CHFA.

b. A. Harrison reminded the board of the **CONN NAHRO Conference** on August 28-31 and on Sunday they are offering an all-day training for Board Members. Commissioner S. Malecky is signed up to attend a conversion training. Allen Harrison included the **CONN NAHRO Conference** agenda to all Board Members in case anyone is still interested in attending any of the sessions available.

c. PHAS High Performer: The Portland Housing Authority for the Federal Program Audit scored as high performer this means Chatham Court will not be audited for another 3 years.

Director A. Harrison reported that the PHA is still in discussion with the Town of East Hampton to hopefully enter an MOU for the PHA to issue Section 8 Vouchers in the Town of East Hampton.

He also updated the board that the PHA pickup truck was sold on govdeals.com.

9. ADJOURNMENT

At 5:26 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