



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

Executive Officer  
Allen Harrison

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

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

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Commissioner D. Hallas called the Regular Board Meeting of the Portland Housing Authority to order on September 19, 2022, at 5:03 p.m. at the Chatham Court, Community Center.

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

**PRESENT:** Vice Chairperson Deborah Hallas, Commissioner Matt Pegolo, Commissioner Dan Weeden and Tenant Commissioner Cynthia Ferraro.

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

**Excused:** Chairperson Susan Malecky

## **2. ACCEPTANCE OF THE AGENDA**

It was then moved by Commissioner D. Weeden 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 BOARD MEETING MINUTES HELD August 15, 2022.**

Chairperson M. Pegolo made a motion to approve Regular Board Meeting Minutes held August 15, 2022, and it was seconded by Tenant Commissioner C. Ferraro. There being no further discussion. Vote was unanimously approved and accepted.

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

a) Commissioner D. Weeden made a motion to approve the Invoices for Operating Expenses for Master Account & Section 8 Accounts, it was seconded by commissioner M. Pegolo.

b) Commissioner M. Pegolo suggested he would like to see the money market account have a better rate to diversify the portfolio or utilize the money to better serve the housing authority.

Commissioner D. Weeden made a motion to approve the Bank accounts and credit Cards, it was seconded by commissioner M. Pegolo. There being no further discussion. Vote was unanimously approved and accepted.

**6.COMMUNICATIONS/CORRESPONDENCE**

None

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

**Office Report:** Tar’s ending numbers for the month of August 31, for 2022.

CC-active tenant’s balance:	\$378.00	QH-active tenant’s balance:	\$ 928.00
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.

Commissioner D. Hallas made a motion to approve Executive Director report and it was seconded by commissioner M. Pegolo. There being no further discussion. Vote was unanimously approved and accepted.

**8.OLD/NEW BUSINESS**

**a.) Audit Update:** Allen Harrison reported the auditor Jason G. has requested an extension on the audit and that it has been approved. He explained he wanted to report accurate numbers for the state pension information required and the State is delayed with providing that information.

Allen Harrison explained the phase one environmental inspection was completed and this is required by HUD in order to proceed with the application process for the RAD conversation. A phase two environmental inspection will follow, this is where they will come out to the property and core drill to test the soil for any oil seepage from the oil tanks or any other hazardous materials.

**b.) Payment standard:**

**HCV-RESOLUTION 22-9-1**

**WHEREAS**, the Commissioners of the Portland Housing Authority have reviewed the proposed Payment Standard for the Section 8 Housing Choice Voucher program: and

**WHEREAS** our current payment standards do not reflect the current market rents for units in our jurisdiction.

**THEREFORE**, the Commissioners agree that our Payment Standard should reflect 110% of the Fair Market Rents for FY 2023 for the jurisdictions of the Town of Portland and Town of Cromwell where we have a Cooperation Agreement.

<b>Bedroom Size</b>	<b>Payment Standard</b>
EFF	\$1,102
1BR	\$1,327
2BR	\$1,648
3BR	\$2,006
4BR	\$2,448

**BE IT THEREFORE RESOLVED** that the Commissioners of the Portland Housing Authority adopt the Payment Standard.

It was moved by Commissioner *M. Pegolo* and seconded by Commissioner *D. Weeden* to adopt the above Resolution as introduced and read. Upon roll call, the “Ayes” and “Nays” were as follows:

Ayes-4

Nays-0

Vice Chairperson *D. Hallas* declared the motion passed unanimously and the resolution adopted.

**9.ADJOURNMENT**

At 5:32 pm, Commissioner D. Hallas 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