



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 December 19, 2022, at 5:05 p.m. at the Quarry Heights Community room.

1. CALL TO ORDER/ ROLL CALL PRESENT: Chair Susan Malecky, 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.

2. ACCEPTANCE OF THE AGENDA

Chair S. Malecky made a motion to add under Old/New Business Resolution 22-12-1, 22-12-2 and 22-12-3, it was then seconded by Commissioner D. Hallas to accept the agenda as amended. There being no further discussion. Vote was unanimously approved and accepted.

3. PUBLIC PARTICIPATION: None

4. COMMUNICATIONS/CORRESPONDENCE

Allen Harrison communicated to the board that a meeting was held in which he attended to discuss further the events on Halloween of 2022 with the Chatham Court kids.

5. APPROVAL OF THE BOARD MEETING MINUTES HELD NOVEMBER 21, 2022.

Chairperson D. Hallas made a motion to approve Regular Board Meeting Minutes held November 21, 2022, and it was seconded by Commissioner D. Weeden. There being no further discussion. Vote was unanimously approved and accepted.

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

Commissioner M. Pegolo made a motion to approve the Master Accounts, Section 8 Accounts, all bank accounts, and Credit Cards, it was seconded by commissioner C. Ferraro. There being no further discussion. Vote was unanimously approved and accepted.

7. EXECUTIVE DIRECTORS REPORT: Chatham Court, Quarry Heights, and Section 8 Office Report: Tar's ending numbers for the month of November 2022.

CC-active tenant's balance:	\$1,406.80	QH-active tenant's balance:	\$ 25.00
CC-move out balance:	\$0	QH-move out balance:	\$ 0.00

The PHA currently has 48 regular housing vouchers leased, 25 Project Based Voucher, 2 families that ported out for a total of 75 with 6 families looking for units.

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

8. OLD/NEW BUSINESS

a) STIF Account:

Chairperson S. Malecky made a motion to approve application for opening an interest bearing (STIF) Short-Term Investment Funds account, and it was seconded by commissioner D. Weeden. There being no further discussion. Vote was unanimously approved and accepted.

b) Phase 2 Environmental Review:

Allen Harrison reported the reports have not come back, but will update on next board meeting.

c) RESOLUTION 22-12-1/Flat Rent Increase for Chatham Court

RESOLUTION 22-12-1

WHEREAS, on January 17, 2014, the President signed the Department of Housing and Urban Development Appropriations Act, 2014 (2014 Appropriations Act). Section 210 of that act amended the United States Housing Act of 1937 to create new rules for flat rents for public housing residents. Section 210 requires PHAs to comply with the new requirement by June 1, 2014.

The 2014 Appropriations Act requires PHAs to establish flat rents at no less than 80 percent of the fair market rent (FMR).

FURTHERMORE, HUD is giving PHAs the discretion to apply the new flat rent schedule to a family’s next annual reexamination. Additionally, the statute limits annual flat rent increases to 35 percent of the existing flat rent amount.

The new flat rents for the Chatham Court housing development based on the current fair market rent effective for February 1, 2023, is as follows:

2 bedroom	\$1,136.00
3 bedroom	\$1,383.00
4 bedroom	\$1,690.00

NOW THEREFORE BE IT RESOLVED, by the Commissioners of the Housing Authority of the Town of Portland that the flat rents will be based annually on 80 percent of the fair market rent.

It was moved by Commissioner M. Pegolo and seconded by Commissioner D. Hallas to approve the above Resolution.

Upon roll call, the vote was: Ayes 5 Nays 0

Chairperson Malecky declared the motion passed unanimously and the resolution adopted.

d) RESOLUTION 22-12-2/Increase in Housing Choice Voucher Payment Standard

RESOLUTION 22-12-2

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. This change will go into effect for January 1, 2023

Bedroom Size	Payment Standard
EFF	\$1,202.00
1BR	\$1,448.00
2BR	\$1,798.00
3BR	\$2,188.00
4BR	\$2,671.00

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

It was moved by *Commissioner C. Ferraro* and seconded by *Commissioner D. Weeden* to adopt the above Resolution as introduced and read.

Upon roll call, the vote was: Ayes 5 Nays 0
Chairperson Malecky declared the motion passed unanimously and the resolution adopted.

e) RESOLUTION 22-12-3/ Juneteenth as a federal holiday:

RESOLUTION 22-12-3

WHEREAS the Portland Housing Authority recognizes that Juneteenth (short for “June Nineteenth”) marks the day when federal troops arrived in Galveston, Texas in 1865 to take control of the state and ensure that all enslaved people be freed. The troops’ arrival came a full two and a half years after the signing of the Emancipation Proclamation. Juneteenth honors the end to slavery in the United States and is considered the longest-running African American holiday.; and

WHEREAS this day has been recognized as a federal holiday since June 17, 2021; and

WHEREAS the state of Connecticut voted to make this day a holiday and it became law on October 1, 2022, which will be observed as a state holiday starting in 2023;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners hereby approves the attached amendment and addition to the Portland Housing Authority’s Personnel Policies, Revised December 19, 2019, and as further amended on December 19, 2022, as regards Section A - Holidays.

AND BE IT FURTHER RESOLVED that the effective date of said amendment shall be December 19, 2022.

The Board of Commissioners hereby adopts the below specified amendment and addition to the Portland Housing Authority’s Personnel Policies (“Policies”):

1. Add to Section A: Holidays as provided hereinafter:

Section A Holidays: The following holiday with pay shall be observed:

Juneteenth (June 19th)

It was moved by *Commissioner D. Weeden* and seconded by *Commissioner C. Ferraro* to approve the above Resolution.

Upon roll call, the vote was:

Ayes: 5

Nays: 0

Chairperson Malecky declared the motion passed unanimously and the resolution adopted.

9. EXECUTIVE SESSION Discussion on performance and compensation of Executive Director.

At 5: 56 pm Chair S. Malecky moved that the Board enter executive session.

At 6: 37 pm Chair S. Malecky moved that the Board invite in A. Harrison, and the motion was seconded by commissioner C. Ferraro.

There being no further discussion. Vote was unanimously, motion carried.

Chair S. Malecky declared the meeting in open session at 7:00 pm

10. EXECUTIVE SESSION performance and compensation of Executive Director.

Commissioners of the PHA agreed to give the Executive Director compensation starting on April 1, 2023, and extent contract until April 1, 2027.

11. ADJOURNMENT

At 7:15 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