



Happy Holidays

Portland Housing

December 2023-Monthly Newsletter
9 Chatham Court Portland, Ct 06480
860-342-1688

Event Calendar

***Board Meeting**– Dec. 18, 2023 at 5:00 pm– Quarry Court Community Room

***Christmas**– Dec. 25 and 26, 2023 – office closed.

***New Years Day**– Jan. 1 and Jan. 2 ,2024 office closed.

Main Office

Carol D., ext. #110-Adm. Housing Assistant
cdiaz@portlandha.org

Susan N., ext. #113-Adm. Housing Coordinator
snellis@portlandha.org

Bice C., ext. 115-RSC
bcarrabbia@portlandha.org

Dan R., ext. #112-Staff Accountant
drafaniello@portlandha.org

Jeffrey C., -Maintenance Staff-
Emergencies only #: 860-519-3251

Main Office-Hours of Operation

Monday-Thursday-8:30-4:30 p.m.
Friday-8:30-1:30 p.m.

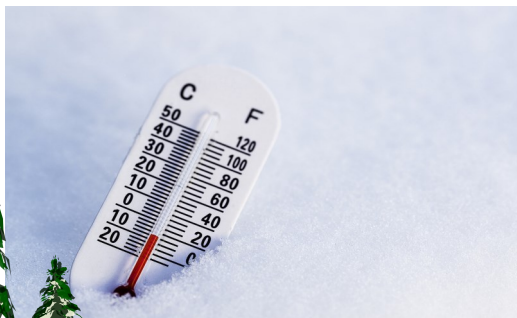
Please call before visiting

BJ office Hours

Monday 9:00 am to 4:00 pm
Wednesday 9:00 am to 3:00 pm
Friday 9:00 am to 4:00 pm

FRIENDLY REMINDER:

With the weather fluctuating the PHA kindly asks all tenants to please keep all windows closed, oil is expensive! Remove all window fans. Tenants will be charged if maintenance notices open windows during cold weather.



UNREPORTED INCOME/REPAYMENT AGREEMENTS FOR CHATHAM COURT RESIDENTS

With the holidays and with work staff shortage we are all working more than usual for a little extra cash. Please keep in mind this must be reported to the PHA.

EIV system is a web-based application, which provides all Housing Authorities with employment, wage, unemployment compensation and social security benefit information for tenants who participate in the Public Housing program. The income discrepancy report under EIV facilitates the identification of tenants unreported or underreported income during interim and regular reexamination.

When a resident does not report or under-reports income, it will affect the amount of assistance they receive. Once this income discrepancy is discovered and verified, corrections to the resident's previous certifications are required to ensure the correct amount of assistance is paid. He or she may repay in a lump sum; enter into a repayment agreement; or a combination of the two. If the tenant is unable to repay the difference between the original assistance paid and the corrected amount that will include unreported income, a Repayment Agreement should be completed.

The PHA has had 2 residents recently that this has happened to. Please let's avoid unreported income and repayment agreements. If your working more hours than usual please report this to the main office, if your working less hours than usual please report this too. Try to do your reporting within the same month the changes occur.

TO ALL TENANTS:

For your convenience, we offer an Automatic Direct Debit/Electronic Rent Payment option for both existing and new tenants. Take advantage of this convenient option, please complete, and sign the brief bank authorization printed along with this notice.

Why should I choose to pay my rent by Automatic Direct Debit?

Automatic Direct Debit is safe, reliable, and easy. It is a convenient, quick, and hassle-free form of payment. Once set up, you do not need to worry about your rent payments as they will be automatically collected ensuring that you do not fall into arrears. It is also a safe choice, because the money is transferred electronically, it passes through fewer hands than a paper check, greatly reducing the number of people who see your personal information.

What payment date options are available?

All Automatic Direct Debit/Electronic Rent Payments are scheduled for the 3rd day of every month or the 10th of every month, your choice! If the 3rd of the month falls on a Saturday, Sunday, or holiday account debits are usually on the next business day. If you choose the 10th of every month and the payment does not clear with the bank, your rent will be considered late, and you will incur the insufficient funds charge of \$30.00 from the PHA. The PHA is not responsible for any extra bank charges due to insufficient funds in your account.

What should I do if I change banks or financial institutions? Simply complete another Automatic Direct Debit form and submit the new information to the PHA office.

Please feel free to contact the main office at 860-342-1688 ext. 110 should you have any questions.



Chatham Health Department:

A representative from Chatham Health department will be coming to speak about health issues. The representative will be at Quarry Heights, every first Friday of the month starting Friday December 1, 2023. Everyone is invited! Please call BJ's office if you plan on attending. A head count is needed before the event.

CT FOOD SHARE MOBILE PANTRY 2024 CALENDAR

WHERE: PORTLAND SENIOR CENTER
WHEN: EVERY OTHER MONDAY from 1:00 pm to 1:45pm

Jan. 15/Jan. 29

Feb. 12/ Feb.26

March 11/ March 25

April 8/ April 22

May 6/ May 20

June 3/ June 17

July 1/ July 15

Aug. 12/ Aug. 26

Sept. 9/Sept. 23

Oct. 7/ Oct. 21

Nov. 4/ Nov. 18

Dec. 2/ Dec. 16/Dec. 30

Please visit CTfoodshare.org for more information

QUICK REMINDERS TO ALL RESIDENTS:

The PHA ask all tenants to please report any toilets that are running for a work order. Water usage has been high over the last couple of months.

Rent must be up to date in order to rent out the community room.



Quarry Heights Christmas Get Together

When: Friday December 15, 2023 at 1:30 pm

Kevin Russell will perform

Anyone interested in coming, please contact BJ in order to get a head count for food and gift exchanging.

Anyone attending needs to buy a Secret Santa gift worth up to \$15.00. In order to participate you are required to register.



Halloween on Main 2023

A special thank you to Linda Baker. She was at BJ's side helping through the entire process. Here is a little preview of the event.





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

Automatic Direct Debit Authorization Form

Tenant Name: _____

Tenant Address: _____

Email Address: _____

Telephone Number: _____

Bank Name or Financial Institution: _____

Type Which date can we debit the account? 3rd or the 10th

Account you would like us to debit from: Checking or Saving

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 Routing #:

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 Account #:

By signing this agreement, I authorize Portland Housing Authority to initiate debit entries to the account indicated above for the purpose of my monthly rent due. I also authorize Portland Housing Authority to initiate, if necessary, credit entries and adjustments for any debit entries made in error. The PHA is not responsible for any extra bank charges due to insufficient funds in your account.

I understand that this authorization will remain in full force and effect until I notify THE PORTLAND HOUSING AUTHORITY in writing, that I wish to revoke this authorization. I understand that THE PORTLAND HOUSING AUTHORITY requires at least 30 days/ 4 weeks prior notice in order to cancel this authorization.

Signature: _____

Date: _____

If the account is a joint account or in someone else's name, that individual must also agree to the terms stated above by signing.

Signature: _____

Date: _____

