



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
Maura Dillion, Treasurer
Daniel Weeden, Commissioner
Cynthia Ferraro, Tenant Commissioner

Chair S. Malecky called the Regular Board Meeting of the Portland Housing Authority to order on November 18, 2024, at 5:05 p.m. at the Chatham Court community room.

1.CALL TO ORDER/ ROLL CALL PRESENT: Chair S. Malecky, Vice Chairperson Deborah Hallas, Commissioner Maura Dillion, Tenant Commissioner Cynthia Ferraro, and Commissioner Dan Weeden.

STAFF: Allen Harrison Executive Director, Dan Rafaniello Staff Accountant, and Carol Diaz Deputy Director.

OTHER: Jason Geel from Maletta & Company

ABSENT: None

2.REQUEST FOR ADDITIONAL AGENDA ITEMS

None

3.ACCEPTANCE OF THE AGENDA

Chair S. Malecky made a motion to approve the agenda, and it was then seconded by commissioner D. Hallas. There being no further discussion. The vote was unanimously approved and accepted.

4.FYE MARCH 2024 Audit presentation, prepared and presented by Jason Geel, from Maletta & Company.

Jason Geel gave a quick summary of the audit. There were no current year financial statements findings or questioned costs. The PHA complied in all materials respects, with the types of compliance requirements expected that could have a direct and material effect on each of its major state programs for the year.

5.PUBLIC PARTICIPATION:

None

6.APPROVAL OF THE MEETING MINUTES HELD October 21, 2024.

Chair S. Malecky made a motion to approve the Regular Meeting Minutes held October 21, 2024; it was then moved by commissioner D. Weeden and second by Commissioner C. Ferraro . There being no further discussion. The vote was unanimously approved and accepted.

7.APPROVAL OF THE October 2024 FINANCIAL REPORTS- PREPARED BY T. Ewald, CPA.

Chair S. Malecky made a motion to approve the October 2024 financial reports prepared by T. Ewald; it was then moved by commissioner C. Ferraro and second by Commissioner D. Hallas. There being no further discussion. The vote was unanimously approved and accepted.

8. COMMUNICATIONS/CORRESPONDENCE

None

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

Report: Tar’s ending numbers for the month of October 2024.

CC-active tenant’s balance: \$8,845.44 QH-active tenant’s balance: \$ 1,107.05
CC-move out balance: \$0 QH-move out balance \$ 0

Regular Housing Voucher leased	49
Project Based Voucher leased	25
Ported Out Voucher	16
Outstanding Voucher	34
Total	90

10. OLD BUSINESS/ NEW BUSINESS

a. Review schedule of 2025 Board Meetings.

Chair S. Malecky suggested for the non- daylight-saving months (November, December, January, February, March and April) to move up the Board meeting times to 3:30 pm, with no objections from other commissioners the vote was unanimously approved and accepted.

b. PHA 2025 Flat rents decrease- RESOLUTION 24-11-1.

RESOLUTION 24-11-1

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 January 1, 2025, is as follows:

2 bedroom-\$1,169 / 3 bedroom-\$1,412/ 4 bedroom-\$1,670

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 ***D. Weeden*** 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.

c. RSC for Quarry Heights and Chatham court position

A. Harrison reported that we have hired a new RSC, and she is due to start in December.

11. ADJOURNMENT

At 6:01 pm, Chair S. Malecky made a motion to adjourn the meeting. There being no further discussion. The vote was unanimous, motion carried.

Respectfully Submitted

Allen Harrison

Allen Harrison
Executive Director