



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

Chair S. Malecky called the Regular Board Meeting of the Portland Housing Authority to order on February 20, 2024, at 5:00 p.m. at the Quarry Heights Community room.

1.CALL TO ORDER/ ROLL CALL PRESENT: Chair S. 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.

ABSENT: None

2.ACCEPTANCE OF THE AGENDA

Chair S. Malecky made a motion to approve Agenda. There being no further discussion. The vote was unanimously approved and accepted.

3.PUBLIC PARTICIPATION: None

4.APPROVAL OF THE VIRTUAL PUBLIC MEETING MINUTES HELD January 16, 2024.

Chairperson S. Malecky made a motion to approve Regular Board Meeting Minutes held January 16, 2024, and it was then moved by commissioner D. Weeden and seconded by Commissioner M. Pegolo. There being no further discussion. The vote was unanimously approved and accepted.

5. APPROVAL OF THE VIRTUAL REGULAR BOARD MEETING MINUTES HELD January 16, 2024.

Chairperson S. Malecky made a motion to approve Regular Board Meeting Minutes held January 16, 2024, and it was then moved by commissioner D. Hallas and seconded by Commissioner C. Ferraro. There being no further discussion. The vote was unanimously approved and accepted.

6.REVIEW AND TAKE ACTION OF January 2023 FINANCIAL REPORTS- PREPARED BY R. FENTON, CPA.

Chairperson S. Malecky made a motion to approve the Master Accounts, Section 8 Accounts, all bank accounts, and Credit Cards; it was first moved by M. Pegolo seconded by commissioner C. Ferraro. There being no further discussion. The vote was unanimously approved and accepted.

7.REVIEW AND ACT ON THE 2024-2025 BUDGET, PREPARED BY TERESA EWALD,CPA

Chairperson S. Malecky made a motion to approve the 2024-2025 Budget. There being no further discussion. The vote was unanimously approved and accepted.

The Housing Authority of the Town of Portland, a duly constituted body with its office and principal place of business at 9 Chatham Court, Portland, Connecticut, a body politic and corporate established under the Housing Authority laws of the State of Connecticut.

WHEREAS, the Housing Authority of the Town of Portland has complied with Department of Housing Regulations on Housing Management for the State Elderly Project, E-69 and E-70 Quarry Heights.

WHEREAS, the Management Plan for the Period April 1, 2024, through March 31, 2025, has been approved for presentation to the Connecticut Housing Finance Authority and Department of Economic Development, State of Connecticut.

NOW THEREFORE BE IT RESOLVED, by the Commissioners of the Housing Authority of the Town of Portland, that the Management Plan for the Period April 1, 2024, through March 31, 2025, be adopted.

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.

c) Resolution 24-2-3 Adoption of the Budget Plan for the HCV Program.

**RESOLUTION 24-2-3
ADOPTION OF THE SECTION 8 HOUSING CHOICE
VOUCHER PROGRAM BUDGETS
FOR THE FISCAL YEAR ENDING MARCH 31, 2025**

The Housing Authority of the Town of Portland, a duly constituted body with its office and principal place of business at 9 Chatham Court, Portland, Connecticut, a body politic and corporate established under the Housing Authority laws of the State of Connecticut.

WHEREAS, the Housing Authority of the Town of Portland has complied with HUD Regulations on Housing Management for the Section 8 Housing Choice Voucher program; and,

WHEREAS the FYE March 31, 2025, Budgets for the Section 8 Housing Choice Voucher Program, have been approved for presentation to HUD.

WHEREAS no Authority employees have more than 100% of their salary prorated throughout the Programs.

NOW THEREFORE BE IT RESOLVED, by the Commissioners of the Housing Authority of the Town of Portland, that the Budgets for the Section 8 Housing Choice Voucher Program for the Fiscal Year Ending March 31, 2025, be adopted.

It was moved by Commissioner [D. Weeden](#) and seconded by Commissioner [M. Pegolo](#) 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.

10. EXECUTIVE SESSION- Discussion of Personal matters relative to Executive Director's contract.

At 5:54 pm Chair S. Malecky moved that the Board enter Executive Session and invited Executive Director A. Harrison into Executive Session.

At 6:20pm Chair S. Malecky moved that the Board excuse Executive Director out of Executive Session.

11. POST EXECUTIVE SESSION- Discussion and action regarding personal matters relative to Executive Director's session

At 6:50 pm Chair S. Malecky made a motion to invite Director A. Harrison back into Executive Session.

There being no further discussion. The vote was unanimous, motion carried.

Chair S. Malecky declared the meeting in open session at 7:19 pm

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12.ADJOURNMENT

At 7:20 pm, Chairperson 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