

Minutes  
of the  
MERIDEN HOUSING AUTHORITY  
REGULAR BOARD MEETING  
Held on  
June 26, 2017

Chairman Cornelius Ivers called the Regular Board of Commissioners' meeting to order at 5:30 PM. As a quorum was present the meeting commenced.

**1. ROLL CALL:**

**PRESENT:** Cornelius J. Ivers, Chairman  
Emely Morales-Varona, Resident Commissioner  
Carlos Ruiz, Treasurer  
Lawrence Kendzior, Commissioner  
Scott T. Griffith, Vice Chairman (arrived at 5:51 PM.)

**ABSENT:** None

**STAFF PRESENT:** Robert Cappelletti, Executive Director, and  
Jamie Urkevic

**OTHERS PRESENT:** None

**2. PUBLIC COMMENTS AND WRITTEN COMMUNICATIONS:**

**Serenity Cuevas 144 Pratt St., Apt 2C Meriden, CT 06450:** Ms. Cuevas addressed the Board. Ms. Cuevas distributed copies of paper work regarding her request for additional bedroom and extension of section eight. Ms. Cuevas commented on Mills Memorial relocation process. Ms. Cuevas voiced her dissatisfaction with timeliness of the process.

**3. RESIDENT ASSOCIATION STATUS:**

**A. Community Towers Tenant Organization:**

Executive Director R. Cappelletti reported having met with the Community Towers residents to discuss the Annual Plan. Election for resident commissioner discussed.

**B. Yale Acres Resident Association:**

None

**C. Mills Memorial Apartments Tenant Organization:**

None

**4. PREVIOUS MONTH'S MINUTES**

**A. Minutes of the Regular Board of Commissioners' meeting held  
March 27, 2017.**

Vice Chairman Scott Griffith made a motion to approve the minutes of the March 27, 2017 Board of Commissioners' meeting, Chairman Cornelius Ivers seconded the motion. A vote was called. The minutes were accepted. Vote was Ayes – 3, Abstained – 2.

Cornelius Ivers, Chairman  
Scott Griffith, Vice Chairman  
Lawrence Kendzior, Commissioner

Emely Morales-Varona, Resident Commissioner  
Carlos Ruiz, Treasurer

**B. Minutes of the Special Board of Commissioners' meeting held  
April 4, 2017.**

Vice Chairman Scott Griffith made a motion to approve the minutes of the April 4, 2017 Special Board of Commissioners' meeting, Chairman Cornelius Ivers seconded the motion. A vote was called. The minutes were accepted. Vote was Ayes – 3, Abstained – 2.

Ayes - 3

Abstain – 2

Cornelius Ivers, Chairman  
Scott Griffith, Vice Chairman  
Carlos Ruiz, Treasurer

Emely Morales-Varona, Resident Commissioner  
Lawrence Kendzior, Commissioner

**C. Minutes of the Regular Board of Commissioners' meeting held  
May 22, 2017.**

Vice Chairman Scott Griffith made a motion to approve the minutes of the May 22, 2017 Regular Board of Commissioners' meeting, Chairman Cornelius Ivers seconded the motion. A vote was called. The minutes were accepted. Vote was Ayes – 3, Abstained – 2.

Ayes - 3

Abstain – 2

Cornelius Ivers, Chairman  
Emely Morales-Varona, Resident Commissioner  
Scott Griffith, Vice Chairman

Carlos Ruiz, Treasurer  
Lawrence Kendzior, Commissioner

**5. TREASURER'S REPORT:**

**A. May FYE 9/30/2017**

Executive Director R. Cappelletti reported to the Board. R. Cappelletti reported most budget items are within or close to budget. Maintaining baseline expenses due to season. Brief discussion followed.

**6. CHAIRMAN'S REPORT:**

None

**7. MANAGEMENT REPORTS:**

**A. Executive Director's Report:**

Executive Director R. Cappelletti reported to the Board. Reported Mills Memorial Had begun fast paced construction schedule. Residents are moving out at rapid pace. 70 families remain, 116 families have moved. Executive Cappelletti stated many residents will be moving in the month of July. It was reported locating larger size units was challenging. Relocation Team continues to assist residents with the relocation process. Landlord lists are available for residents. Relocation team assisting with driving some tenants to view prospective apartments. Executive Director Cappelletti suggested that any tenants who have special needs schedule an

appointment with the Relocation Team. Notice when the Resident Service staff is out of the office and their return time as well as contact information will be posted on the door and window of the Resident Service office. Discussion continued related to relocation process and identifying available apartments. Resident Commissioner Emely Morales-Varona voiced her concerns for tenants of the Mills. Executive Director Cappelletti stated that the Section 8 staff is also available to assist with any questions or special concerns. Eligibility for new housing identified as an issue due to credit history. Executive Director Cappelletti stated MHA would supply tenant history and security deposit as well as information as to how Section 8 payment works. This process will assist the Landlord with rental eligibility. Security of families during the move i.e. (consolidate units) discussed. On July 15<sup>th</sup> an assessment will take place of the move schedule. Questions of extermination schedule to be reviewed. Roll-Off dumpster to be emptied immediately.

Chairman Cornelius Ivers made a motion to amend the agenda to add a presentation from Charlie Adams of Pennrose and Sandy Cloud of Cloud Company. Vice Chairman Scott Griffith seconded the motion. Presentation of Meriden Commons I and II commenced. A vote was called. All were in favor.

An update on progress of Meriden Commons I and II was delivered. New images of buildings were presented. Meriden Commons I reported to have closed in April. Haynes Construction committed to complete Meriden Commons I within 12 months. Groundbreaking Ceremony reported as very well received. Allocation of credits was received for Meriden Commons II. Design discussed. Job Fair scheduled. Discussion of Passive house which is the next generation of energy star took place. Tax credit equity market discussed.

#### **B. Resident Services Report:**

Report was submitted. No comments were made.

Chairman Cornelius Ivers made a motion to amend the agenda to bring forward New Business. Vice Chairman Scott Griffith seconded the motion. A vote was called. The vote was unanimous.

### **8. NEW BUSINESS**

#### **A. Resolution 1082: Approval and Submission of the Streamlined Five-year/Annual plan for year October 1, 2017.**

Treasurer Scott Griffith made a motion to adopt Resolution 1082, Treasurer Carlos Ruiz seconded the motion. Executive Director Cappelletti provided a brief explanation and overview. Public meeting was held as well as resident meetings at Mills Memorial and Community Towers. A vote was called. Vote was unanimous.

Ayes – 5

Nays - 0

Cornelius Ivers, Chairman  
Carlos Ruiz, Treasurer  
Emely Morales-Varona, Resident Commissioner  
Lawrence Kendzior, Commissioner  
Scott Griffith, Vice Chairman

## **9. EXECUTIVE SESSION:**

Vice Chairman Scott Griffith made a motion to enter into Executive Session, Treasurer Carlos Ruiz seconded the motion. A vote was called. The vote was unanimous. The Board entered into Executive session at 7:00 PM

Commissioner Lawrence Kendzior made a motion to adjourn from Executive Session, Vice Chairman Scott Griffith seconded the motion. A vote was called. The vote was unanimous Ayes – 5 Nays - 0 Nays. The Board adjourned from Executive Session at 7:23 pm.

## **10. OLD BUSINESS:**

None

## **11. OTHER ITEMS OF BUSINESS:**

Resident Commissioner Emely Morales-Varona spoke on behalf of Jessica Vega and thanked all MHA staff for their support during this difficult time.

## **12. MATTERS NOT ON THE AGENDA:**

None

## **13. ADJOURNMENT:**

Carlos Ruiz, Treasurer made a motion to adjourn, Vice Chairman Scott Griffith seconded the motion. A vote was called. The vote was unanimous. The Board of Commissioners meeting adjourned at 7:25 pm.

Respectfully submitted,

Robert Cappelletti  
Executive Director