

Minutes  
of the  
MERIDEN HOUSING AUTHORITY  
REGULAR BOARD MEETING  
Held on  
July 24, 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 5:38 PM.)

**ABSENT:** None

**STAFF PRESENT:** Robert Cappelletti, Executive Director, and David Sunshine.

**OTHERS PRESENT:** Hayley Fetrow, HSF Consulting, LLC.

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

None

**3. RESIDENT ASSOCIATION STATUS:**

**A. Community Towers Tenant Organization:**

None

**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 June 26, 2017.**

Treasurer Carlos Ruiz made a motion to approve the minutes of the June 26, 2017 Board of Commissioners' meeting, Commissioner Lawrence Kendzior seconded the motion. A vote was called. The minutes were accepted. The vote was Ayes – 4, Nays – 0.

Ayes - 4

Nays – 0

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

## **5. TREASURER'S REPORT:**

### **A. June FYE 9/30/2017**

The June treasurer's report was e mailed to all Commissioners. Ms. Hayley Fetrow was present for presentation and discussion. Resident Commissioner Emely Morales-Varona questioned what expenses the Mills Memorial development would incur during the developments phase out. Ms. Fetrow discussed insurance, maintenance and extermination services remain a cost. Chairman Ivers questioned when legal title would transfer to the City and MHA's cease. Executive Director Cappelletti responded after the last person has left the development the building responsibility will be transferred. Discussion of land transfer continued. Executive Director Cappelletti reported that as buildings are vacated they will be boarded up. Liability and expenses were further discussed. The short term investment fund and the possible establishment of a sweep account was discussed.

## **6. CHAIRMAN'S REPORT:**

None

## **7. MANAGEMENT REPORTS:**

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

Executive Director R. Cappelletti reported to the Board. Update on Meriden Commons I and II provided. Executive Director Cappelletti reported 55 Families remain at the Mills Memorial of which 12 tenants have not yet found new units. The possibility of moving Mills tenants to Yale Acres until a suitable home has been located was discussed. Residents would be moved for a safety reasons. Executive Director Cappelletti remained confident total relocation by end of month. Temporary relocation discussed. Virtual tours are discussed. It was reported 15 families moving out of MHA jurisdiction. Most families are remaining in Meriden. Haynes Construction stated that Job Fair attendance was impressive. Yale Acres moving ahead with certifications and price verification. HUD will receive all documentation then brought before State Bond Committee for approval. Meriden Commons I second story being erected and within the next two weeks paving will take place. Temp Certificate of Occupancy will be discussed. April 2018 is the target date for completion. Fully occupied by July 4<sup>th</sup> 2018. No further discussion

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

Report was submitted. Resident Commissioner Varona extended a thank you from Community Towers seniors who appreciate the senior food services.

## **8. NEW BUSINESS:**

None

## **9. EXECUTIVE SESSION:**

None

**10. OLD BUSINESS:**

None

**11. OTHER ITEMS OF BUSINESS:**

None

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

Resident Commissioner Emely Morales-Varona thanked staff on behalf of all Mills remaining residents for continued safety and maintenance of property.

**13. ADJOURNMENT:**

Scott Griffith, Vice Chairman made a motion to adjourn, Commissioner Lawrence Kendzior seconded the motion. A vote was called. The vote was unanimous. The Board of Commissioners meeting adjourned at 6:02 pm.

Respectfully submitted,

Robert Cappelletti  
Executive Director