

Minutes  
of the  
MERIDEN HOUSING AUTHORITY  
REGULAR BOARD MEETING  
Held on  
November 27, 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  
Carlos Ruiz, Treasurer  
Lawrence Kendzior, Commissioner

**ABSENT:** Scott T. Griffith, Vice Chairman, Emely Morales-Varona, Resident Commissioner

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

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

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

**Charles Adams Pennrose Properties, Inc.**: Mr. Adams addressed the Board. He provided a brief update of ongoing work at Meriden Commons I. Tours of the site were offered upon Board request. Mr. Adams stated that a lot of good publicity had been generated from the development with no objections having been heard from the community. The project was reported to be on time and on budget. Mr. Sandy Cloud was announced as he was present in audience. It was reported that the development was 60% completed with full project completion anticipated in March 2018. Additional solar work has been incorporated into project. Mr. Adams stated that Pennrose will have a physical presence in December as lease up activities will begin. Phase II briefly discussed. Design work commented on. Phase II anticipated to start with completion of Phase I. Passive house standards are to be met at the Phase II building.

**3. RESIDENT ASSOCIATION STATUS:**

**A. Community Towers Tenant Organization:**

None

**B. Yale Acres Resident Association:**

None

**4. PREVIOUS MONTH'S MINUTES**

**A. Minutes of the Regular Board of Commissioners' meeting held October 23, 2017.**

Treasurer Carlos Ruiz made a motion to accept the minutes of the October 23, 2017 regular Board of Commissioners' meeting, Commissioner Lawrence Kendzior seconded the motion. A vote was called. The minutes were accepted. The vote was Ayes – 3, Nays – 0.

Ayes - 3

Nays – 0

Cornelius Ivers, Chairman  
Carlos Ruiz, Treasurer  
Lawrence Kendzior, Commissioner

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

### **A. October 2017 FYE 9/30/2018**

Ms. Hayley Fetrow delivered financial presentation and led discussion. Ms. Fetrow stated that a significant issue with respect to Section 8 PHA HAP reserves had risen. Receipt of HUD notification December subsidy to be held. A request to release funds to be requested to pay Landlords. Ms. Fetrow reported she intended to reach out to HUD staff for confirmation of email's accuracy. No further discussion.

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

None

## **7. MANAGEMENT REPORTS:**

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

Executive Director R. Cappelletti reported to the Board. Executive Director Cappelletti discussed the walking tour which included 30 – 40 planners from around the state, where the newly redesigned City Center, park and train station were viewed. Tour also included 24 Colony St. mixed-use development and the Meriden Commons I housing development. R. Cappelletti expressed his pleasure with the acknowledgement the City bestowed upon the MHA's development efforts. It was reported that the Choice Neighborhood Implementation grant was submitted. Competition is reported to be challenging. Commissioner Kendzior stressed the importance of scheduling meetings with Senators. Meriden Commons I expected to lease up May 2018. Train arriving soon with 15 – 20 trains running per day. Yale Acres anticipated 1<sup>st</sup> quarter of next year bonds to be posted and close shortly thereafter. Chairman Ivers stated that MEDCO and the Chamber of Commerce had indicated interest in working with MHA and Westmount to assist in lease up of commercial space. CT Bankers Association, Inc. awarded Executive Director Robert Cappelletti the 2017 Affordable Housing Award in recognition of contribution in affordable housing.

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

Report was submitted by Resident Service Director David Sunshine. Executive Director Cappelletti reported Mr. Sunshine had relocated his office to Community Towers. Resident service programs discussed as being offered at additional locations including Colony St. and Chamberlain Heights.

## **8. EXECUTIVE SESSION:**

None

**9. NEW BUSINESS:**

None

**10. OLD BUSINESS:**

None

**11. OTHER ITEMS OF BUSINESS:**

None

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

None

**13. ADJOURNMENT:**

Treasurer Carlos Ruiz 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 6:00 pm.

Respectfully submitted,

Robert Cappelletti  
Executive Director