

Minutes
of the
MERIDEN HOUSING AUTHORITY
REGULAR BOARD MEETING
Held on
February 26, 2018

Chairman Cornelius Ivers called the Regular Board of Commissioners' meeting to order at 5:31 PM. As a quorum was present the meeting commenced.

1. ROLL CALL:

PRESENT: Cornelius J. Ivers, Chairman
Scott T. Griffith, Vice Chairman
Carlos Ruiz, Treasurer
Lawrence Kendzior, Commissioner

ABSENT: Emely Morales-Varona, Resident Commissioner

STAFF PRESENT: Robert Cappelletti, Executive Director

OTHERS PRESENT: Hayley Fetrow, HSF Consulting, LLC.

2. PUBLIC COMMENTS AND WRITTEN COMMUNICATIONS:

Charlie Adams Pennrose Properties

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

January 22, 2018.

Vice Chairman Scott Griffith, made a motion to accept the minutes of the January 22, 2018 Regular Board of Commissioners' meeting, Treasurer Carlos Ruiz seconded the motion. A vote was called. The vote was unanimous.

Ayes - 4

Nays – 0

Cornelius Ivers, Chairman
Scott T. Griffith, Vice Chairman
Carlos Ruiz, Treasurer
Lawrence Kendzior, Commissioner

5. TREASURER'S REPORT:

A. January 2018 FYE 9/30/2018

No discussion.

6. CHAIRMAN'S REPORT:

None

7. MANAGEMENT REPORTS:

A. Executive Director's Report:

Executive Director Robert Cappelletti reported to the Board. Executive Director Cappelletti stated a presentation from Charlie Adams of Pennrose would be provided after completion of his report related to progress of Meriden Commons I and II. Executive Director Cappelletti reported activity which had occurred within last two months. Included RFP's related to search for Independent audit services which takes place every five years, RFP for Maple Branch and a General Contractor for Hanover Place. Discussion of Yale Acres Community Center and the accessory greenhouse continued. Greenhouse described as a community asset. Team working with Board of Education and Dept. of Education to create a teaching greenhouse for students living at Yale Acres and neighborhood Middle and High School students. A Mid-March meeting was scheduled to discuss utilization of Community Centers' space for educational purposes. Locations include Yale Acres, Chamberlain Heights and Colony St. Discussion of lead based paint contamination and inspection took place. Commissioner Kendzior questioned next step in Maple Branch development process. Executive Director Cappelletti stated a letter would be sent to most qualified applicant. Negotiations with most qualified respondent will be conducted and a final selection vote will be brought before Board of Commissioners. Brief discussion of respondents' qualifications and in person presentations followed. Funding status for Yale Acres Community Center discussed. Commissioner Kendzior questioned Section 8 inspections, percentage passed and how quickly they are performed. Executive Director Cappelletti responded older housing stock generally fails first inspection. Peeling and chipping paint or exterior conditions of house noted as contributor. Units cannot pass with trip hazards, threshold imperfection, flooring problems, water damage, leaking, and mold including refrigerator seals. Most buildings which are 10 years old both multi-family housing and some bigger developments which have changed hands in Meriden tend to fail. 30 day term to complete improvement. Detailed inspection process presented by Executive Director Cappelletti. Report to be provided to Commissioners on monthly basis. Colony St. resident survey discussed briefly. Ms. Juliet Burdelski to assist with composition of survey.

Charlie Adams Pennrose Properties: Power Point Presentation presented to the Board. Update of Meriden Commons I and II. 75 units 85 percent complete. Stated end of April completion date. Construction on schedule and on budget. Tour is scheduled with Board. Noted 14 foot ceilings on first floor which was designed for retail space. Leasing office located at 290 Pratt Street. Lease up is current and ongoing. Management staff to move in beginning April. Tenant move in targeted for end of April beginning of May.

Meriden Commons II looking to close in April. Four bedroom units included at this Development. Mills Demo anticipated for end of summer. Phase I and II buildings

similar not identical. Passive house details discussed. Facade discussed. Playground included to serve both Phases.

B. Resident Services Report:

None

8. EXECUTIVE SESSION:

Commissioner Lawrence Kendzior made motion to enter into executive session, Vice Chairman Scott Griffith seconded the motion 6:38 pm.

The Board adjourned from Executive Session at 7:30 PM.

9. NEW BUSINESS:

A. Resolution 1094: Authorization and approval to award Independent Audit Services Contract.

Commissioner Lawrence Kendzior made a motion to adopt Resolution 1094, Commissioner Kendzior led brief discussion. Vice Chairman Scott Griffith seconded the motion. A vote was called. The vote was unanimous. Resolution 1094 was adopted.

Ayes - 4

Nays – 0

Cornelius Ivers, Chairman
Scott T. Griffith, Vice Chairman
Carlos Ruiz, Treasurer
Lawrence Kendzior, Commissioner

B. Resolution 1095: Authorization to approve Labor agreement with Local Union 818-244 of Council 4, American Federation of State, County and Municipal Employees, AFL-CIO.

Commissioner Lawrence Kendzior made a motion to adopt Resolution 1095, Brief discussion led by Commissioner Lawrence Kendzior, Vice Chairman Scott Griffith seconded the motion. A vote was called. The vote was unanimous. Resolution 1095 was adopted.

Ayes - 4

Nays – 0

Cornelius Ivers, Chairman
Scott T. Griffith, Vice Chairman
Carlos Ruiz, Treasurer
Lawrence Kendzior, Commissioner

C. Resolution 1096: Authorization to approve Labor agreement with Local Union 1303-244 of Council 4, American Federation of State, County and Municipal Employees, AFL-CIO.

Vice Chairman Scott Griffith made a motion to adopt Resolution 1096, Brief discussion led by Commissioner Lawrence Kendzior, Treasurer Carlos Ruiz seconded the motion. A vote was called. The vote was unanimous. Resolution 1096 was adopted.

Ayes - 4

Nays – 0

Cornelius Ivers, Chairman
Scott T. Griffith, Vice Chairman
Carlos Ruiz, Treasurer
Lawrence Kendzior, Commissioner

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 Scott Griffith called. The vote was unanimous. The Board of Commissioners meeting adjourned at 7:35 pm.

Respectfully submitted,

Robert Cappelletti
Executive Director

seal