

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

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

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

4. PREVIOUS MONTH'S MINUTES

**A. Minutes of the Regular Board of Commissioners' meeting held
October 22, 2018.**

Vice Chairman Scott T. Griffith made a motion to approve the minutes of the October 22, 2018 Regular Board of Commissioners' meeting, Chairman Cornelius Ivers seconded the motion. No discussion. A vote was called. The vote was unanimous. Ayes – 4, Nays – 0. The minutes were accepted.

Ayes - 4

Nays - 0

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

5. TREASURER'S REPORT:

A. October 2018 FYE 9/30/2019

Hayley Fetrow of HSF Consulting, LLC, provided a review of current financials for the first month of the fiscal year. Detailed debt information requested by Commissioner Kendzior was addressed. An updated accounts receivable/cash flow report related to energy predevelopment efforts for multiple MHA developments was presented. Detailed discussion continued. A comprehensive debt service report was reviewed in detail. Discussion continued.

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 having met with DOH in regards to DOH's grant to loan request in connection with Yale Acres redevelopment. DOH requested an energy verification document to be delivered to DOH in an effort to justify deferred payment loan. Report will serve to illustrate energy cost savings to tenants. Executive Director R. Cappelletti reported to be in process of drafting detailed 12 page document for submission to DOH. Delivery of DOH term sheet expected. Closing anticipated after January 1st. Yale Acres Ext. funding reported to be in Bank's hands. Appraisals are currently underway. Anticipated to close within next two weeks. Contractors have been procured. Concern from sub-contractors had been received with respect to trade tariffs on building products; specifically steel and lumber. Hanover St. development weekly meetings reported to have resumed. Closing anticipated by January 1, 2018. MCI reported full lease up. Retail space and Yule Fest discussed. Demolition video of Mills Memorial Apartments viewed. 24 Colony St. retail space discussed.

8. EXECUTIVE SESSION:

None

9. NEW BUSINESS:

Chairman Cornelius Ivers made a motion to amend the agenda to reflect that the Board was voting on Resolution 1115. Vice Chairman Scott Griffith seconded the motion. A vote was called. All in favor.

A. Resolution 1115: Approval and Submission of the Section 8 Management Assessment Program. (SEMAP Certification)

Treasurer Carlos Ruiz made a motion to adopt Resolution 1115, Vice Chairman Scott Griffith seconded the motion. Both Chairman Cornelius Ivers and Executive Director Cappelletti summarized the resolution. A vote was called. All in favor. The vote was unanimous.

Ayes - 4

Nays - 0

Cornelius Ivers, Chairman

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

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, Vice Chairman Scott Griffith seconded the motion. A vote was called. The vote was unanimous. The Board of Commissioners' meeting adjourned at 6:06 pm.

Respectfully submitted,

Robert Cappelletti
Executive Director

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