

**Minutes  
of the  
MERIDEN HOUSING AUTHORITY  
REGULAR BOARD MEETING  
Held on  
April 22, 2019**

Vice Chairman Scott Griffith called the Regular Board of Commissioners' meeting to order at 5:32 PM. As a quorum was present the meeting commenced.

**1. ROLL CALL:**

**PRESENT:** Cornelius J. Ivers, Chairman (present via tele-conference)  
Scott Griffith, Vice Chairman  
Carlos Ruiz, Treasurer

**EXCUSED ABSENCE:** Lawrence Kendzior, Commissioner

**STAFF PRESENT:** Robert Cappelletti, Executive Director, Diana Roman, Director of Section 8 Dept., and Jamie Urkevic

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

Vice Chairman Scott Griffith made a motion to amend the agenda to move forward Resolution 1116 and Resolution 1117. Treasurer Carlos Ruiz seconded the motion. A vote was called. All in favor. The vote was unanimous.

**2. NEW BUSINESS:**

**A. Resolution 1116: Authorization and approval of purchase of property known as 20 Maple Branch.**

Treasurer Carlos Ruiz made motion to approve Resolution 1116, Chairman Cornelius Ivers seconded the motion. Discussion followed. Chairman Ivers questioned availability of funds for purchase. Executive Director Cappelletti reported funds had been previously earmarked for the purchase and had been set aside. No further discussion. A vote called. All in favor. Resolution 1116 was adopted.

Ayes - 3

Nays - 0

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

**B. Resolution 1117: Authorization and acceptance of HTCC Contributions, DOH Grant and Bank Loan related to Hanover Place Development.**

Chairman Cornelius Ivers made a motion to approve Resolution 1117, Treasurer Carlos Ruiz seconded the motion. Discussion followed. Chairman Ivers noted clerical error "Colony Residences" should reflect Hanover Place LLC. Friendly amendment made to Resolution 1117. Executive Director stated closing scheduled

for May 15, 2019 with shovel in ground by end of May. No further discussion. A vote was called. All in favor. Resolution 1117 was adopted.

Ayes - 3

Nays - 0

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

Chairman Cornelius Ivers exited the meeting via teleconference.

### **3. PUBLIC COMMENTS AND WRITTEN COMMUNICATIONS:**

**None**

### **4. RESIDENT ASSOCIATION STATUS:**

#### **A. Community Towers Tenant Organization:**

None

#### **B. Yale Acres Resident Association:**

None

### **5. PREVIOUS MONTH'S MINUTES**

#### **A. Minutes of the Regular Board of Commissioners' meeting held March 25, 2019.**

Vote was passed to next month's board meeting.

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

#### **A. March 2019 FYE 9/30/2019**

Hayley Fetrow of HSF Consulting, LLC, provided a brief summary of current financial position. Ms. Fetrow stated that there had been no significant issues to report with the current focus being on mid-year revisions. Ms. Fetrow reported that an updated budget will be presented at next month's board meeting. A brief discussion of write offs related to tenancy accounts receivable was presented for clarification purposes. No further questions or discussion.

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

None

### **8. MANAGEMENT REPORTS:**

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

Executive Director Robert Cappelletti reported to the Board. Executive Director Cappelletti discussed the Opportunity Zone Fund. Detailed overview of Zone Fund was presented. Executive Director Cappelletti discussed Senator Blumenthal's site visit to Community Towers. Senator Blumenthal reported as having been impressed with MHA's work and how residents valued their homes. Senator Blumenthal voiced

advocacy for senior housing as well as MHA projects. Concrete closing dates for Yale Acres scheduled for June 2019. Hanover Place waiting for closing date expected within the next two-three weeks. Yale Acres Ext. eagerly waiting to close. MCII reported on schedule.

**B. Program Reporting Operations:**

None

**C. Resident Services Report:**

None

**9. EXECUTIVE SESSION:**

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, Vice Chairman Scott Griffith seconded the motion. A vote was called. The vote was unanimous. The meeting adjourned at 5:56 pm.

Respectfully submitted,

Robert Cappelletti  
Secretary

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