

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

Chairman Cornelius Ivers called the Regular Board of Commissioners' meeting to order at 5:33 PM. As a quorum was present the meeting commenced.

**1. ROLL CALL:**

**PRESENT:** Cornelius J. Ivers, Chairman  
Lawrence Kendzior, Commissioner  
Nancy Rosado, Resident Commissioner  
Scott Griffith, Vice Chairman (arrived at 6:01 PM)

**ABSENT:** Carlos Ruiz, Treasurer

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

**OTHERS PRESENT:** Robert 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  
March 25, 2019.**

Lawrence Kendzior, Commissioner made a motion to approve the Minutes of the March 25, 2019 Regular Board of Commissioners' meeting. Scott Griffith, Vice Chairman seconded the motion. No discussion. A vote was called. The vote was unanimous. Ayes – 3, Nays – 0. The minutes were accepted.

Ayes - 3

Nays - 0

Cornelius Ivers, Chairman  
Scott Griffith, Vice Chairman  
Lawrence Kendzior, Commissioner

**B. Minutes of the Regular Board of Commissioners' meeting held April 22, 2019.**

**C. Minutes of the Regular Board of Commissioners' meeting held June 24, 2019.**

Votes on the Regular Board of Commissioners' April 22, 2019 meeting minutes and the June 24, 2019 meeting minutes were passed to the next month's Board meeting as no quorum of Commissioners' who were present at that evenings meeting were present to vote.

**5. TREASURER'S REPORT:**

**A. June 2019 FYE 9/30/2019**

Robert Fetrow of HSF Consulting, LLC reported to the board. Mr. Fetrow summarized the financial narrative. Detailed discussion of accounts receivable was reported. Receipt and utilization of Yale Acres closing funds were discussed. Mr. Fetrow stated that as the closing settled in July the recording of receipt of funds and pay off funds will be reflected in the next month's financial statements. 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 R. Cappelletti discussed future restructuring necessitated as MHA has reduced its managed properties. Staff reduction will follow. Maintenance and property Management staff will be effected. Community Towers and Johnson Farms remain the only properties within the MHA portfolio. HUD approved the MHA as a small housing authority. The disposition of Community Towers was briefly discussed. Procurement for a needs assessment is currently underway. Executive Director Cappelletti reported management staff taxed with managing new development work load.

**B. Program Reporting Operations:** HCV management report reviewed. Executive Director Cappelletti reviewed failed inspection issues and detailed the overall process.

**C. Resident Services Report:**

No report provided.

**8. EXECUTIVE SESSION:**

None

**9. NEW BUSINESS:**

**A. Resolution 1121: Authorization and approval to enter into ground lease and bank financing related to Yale Acres Ext.**

Chairman Cornelius Ivers made a motion to adopt Resolution 1121, Vice Chairman Scott Griffith seconded the motion. Executive Director Cappelletti provided a detailed overview. Discussion followed. A vote was called. The vote was Ayes - 3, Nays – 1. Resolution 1121 was adopted.

Ayes - 3

Nays - 1

Cornelius Ivers, Chairman  
Scott Griffith, Vice Chairman  
Nancy Rosado, Resident Commissioner

Lawrence Kendzior, Commissioner

**10. OLD BUSINESS:**

None

**11. OTHER ITEMS OF BUSINESS:**

None

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

None

**13. ADJOURNMENT:**

Vice Chairman Scott Griffith made a motion to adjourn, Chairman Cornelius Ivers seconded the motion. A vote was called. The vote was unanimous. The meeting adjourned at 6:40 pm.

Respectfully submitted,

Robert Cappelletti  
Secretary

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