

**Minutes
of the
MERIDEN HOUSING AUTHORITY
REGULAR BOARD MEETING
Held on
September 28, 2020**

Chairman Cornelius Ivers called the Regular Board of Commissioners' meeting to order at 5:37 PM. Meeting held via teleconference. As a quorum was present the meeting commenced.

1. ROLL CALL:

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

STAFF PRESENT: Robert Cappelletti, Executive Director, 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 July 27, 2020.

Carlos Ruiz, Treasurer made a motion to approve the Minutes of the July 27, 2020 Regular Board of Commissioners' meeting. Scott Griffith, Vice Chairman seconded the motion. A vote was called. The vote was Ayes – 4, Abstention - 1. The minutes were accepted.

Ayes - 4

Abstain - 1

Scott Griffith, Vice Chairman
Lawrence Kendzior, Commissioner
Nancy Rosado, Resident Commissioner
Carlos Ruiz, Treasurer

Cornelius Ivers, Chairman

5. TREASURER'S REPORT:

A. August 2020 FYE 9/30/2020

Hayley Fetrow of HSF Consulting, LLC provided overview. Ms. Fetrow stated operations were focused on COVID activities and Section 8 funding. Receipt and utilization of PHA CARES Act funding discussed. Ms. Fetrow reported HUD significantly increased funding to Section 8 programs for COVID-19 related items. Ms. Fetrow stated improvements to Section 8 physical office space was anticipated. Improvement would allow for increased presence of staff and meetings with social distancing guidelines in place. Ms. Fetrow reported HUD had accepted MHA's request to transition fiscal year from 9/30 to 12/31 in attempt to align with current tax credit programs. HUD reported to be researching the transition request and guidance as to the process. Utilization of admin fee reserves to offset HAP discussed. Commissioner Kendzior noted account receivables balance was of concern and looked forward to information as to when funds would be received. Chairman Ivers agreed. Executive Director Cappelletti provided a detailed response.

6. CHAIRMAN'S REPORT:

None

7. MANAGEMENT REPORTS:

A. Executive Director's Report:

Executive Director R. Cappelletti reported. Executive Director Cappelletti reported independent annual audit to be received in near future. Reported HUD granted audit extension until 12/31 due to COVID-19. Executive Director Cappelletti reported TEFRA public hearing was held 8/3/2020 via teleconference where no verbal public comments or written comments were received. Meeting was advertised accordingly. Executive Director Cappelletti stated funds were to be utilized to pay off solar power purchase agreement at Yale Acres. Borrowing \$2MM to purchase equipment where the energy savings pays for the debt. Executive Director Cappelletti stated this was refinancing a current loan providing more favorable terms. With increased signage, Main office in process of readying to open to public on moderate level. Office space modification discussed.

B. Program Reporting Operations:

None

C. Resident Services Report:

None

8. EXECUTIVE SESSION:

None

9. NEW BUSINESS:

None

10. OLD BUSINESS:

None

11. OTHER ITEMS OF INTEREST:

None

12. MATTERS NOT ON THE AGENDA:

None

13. ADJOURNMENT:

Scott Griffith, Vice Chairman made a motion to adjourn, Lawrence Kendzior, Commissioner seconded the motion. A vote was called. The vote was unanimous. The meeting adjourned at 6:07 PM.