

**Minutes  
of the  
MERIDEN HOUSING AUTHORITY  
REGULAR BOARD MEETING  
Held on  
November 23, 2020**

Chairman Cornelius Ivers called the Regular Board of Commissioners' meeting to order at 5:32 PM. Meeting held via teleconference. As a quorum was present the meeting commenced.

**1. ROLL CALL:**

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

**STAFF PRESENT:** Robert Cappelletti, Executive Director, Jamie Urkevic, David Sunshine

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

**2. PUBLIC COMMENTS AND WRITTEN COMMUNICATIONS:**

None

**3. RESIDENT ASSOCIATION STATUS:**

**A. Community Towers Tenant Organization:**

None

**4. PREVIOUS MONTH'S MINUTES**

**A. Minutes of the Regular Board of Commissioners' meetings held October 26, 2020.**

Vice Chairman Scott Griffith made a motion to accept the minutes of the Regular Board of Commissioners' meeting held October 26, 2020. Commissioner Lawrence Kendzior seconded the motion. No discussion. A vote was called. The vote was Ayes – 4, Abstain – 1. The minutes were accepted.

Ayes - 4

Abstention - 1

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

Carlos Ruiz, Treasurer

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

### **A. October 2020 FYE 9/30/2021**

Hayley Fetrow of HSF Consulting, LLC provided a brief summary of the financial report. Ms. Fetrow reported that as October was the first month of the fiscal year there was not a lot of activity to report. The main issues were with respect to the Section 8 program. MHA continuing to work with HUD to get additional funds to offset some of the extraordinary use due to COVID for HAP dollars and increase lease up rates at Yale Acres LLC. Brief discussion of fiscal year end change from 9/30 to 12/31/2021. Commissioner Kendzior requested schedule of debt service payments which would match to project expenditures, and receipts in an effort to provide clarification. Ms. Fetrow stated a schedule which is reported to auditors inclusive to all requests would be provided. Additionally, Ms. Fetrow stated a schedule relating to each project would be created and distributed to BOC to provide a better understanding.

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

Chairman Cornelius Ivers commented on the veteran's housing project. Chairman Ivers acknowledged his appreciation of efforts demonstrated by Vice Chairman Scott Griffith and Eddie Siebert which brought in the extraordinary amount of donations. Chairman Ivers thanked Executive Director Cappelletti, Jamie Urkevic and Eddie Siebert for their efforts with the coordination of the ribbon cutting ceremony in light of the last minute scheduling request.

## **7. MANAGEMENT REPORTS:**

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

Executive Director R. Cappelletti reported. Executive Director Cappelletti discussed the ribbon cutting ceremony at Hanover Place. Both Governor Lamont and DOH Commissioner Seila Mosquera-Bruno attended the celebration. Commissioner Seila Mosquera-Bruno invited MHA to meet with other Housing Authorities to assist with improving their housing stock. Donations to veterans project were discussed as well as need for additional 1 bedroom units for veterans. A meeting with Veteran Affairs has been scheduled and Executive Director Cappelletti will report to the Board next month. Executive Director Cappelletti thanked the Lions Club for the generous donation which included both the gazebo and flag pole which will represent all six branches of the military. A separate ribbon cutting will be held for the gazebo and flag pole. Increase of HUD funding discussed. Resolutions discussed.

#### **Program Reporting Operations:**

None

### **B. Resident Services Report:**

David Sunshine reported having spent a lot of time with Community Tower's residents dealing with loneliness, getting to medical appointments and keeping in contact with people.

## **8. EXECUTIVE SESSION:**

None

## **9. NEW BUSINESS:**

- A. Resolution 1134: Approval of collection write-off of outstanding debt for Community Towers Apartments.

Vice Chairman Scott Griffith made a motion to approve Resolution 1134, Treasurer Carlos Ruiz seconded the motion. Brief discussion followed. A vote was called. Vote was Ayes – 5, Nays – 0. The vote was unanimous. Resolution 1134 was adopted.

Ayes – 5

Nays - 0

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

- B. Resolution 1135: Approval of collection write-off of outstanding debt for Johnson Farms.

Vice Chairman Scott Griffith made a motion to approve Resolution 1135; Chairman Cornelius Ivers seconded the motion. No discussion. A vote was called. Vote was Ayes – 5, Nays – 0. The vote was unanimous. Resolution 1135 was adopted.

Ayes - 5

Nays – 0

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

- C. Resolution 1136: Authorization to grant easement for Environmental Land Use Restriction.

Chairman Cornelius Ivers made a motion to approve Resolution 1136; Vice Chairman Scott Griffith seconded the motion. Brief discussion. A vote was called. Vote was Ayes – 5, Nays – 0. The vote was unanimous. Resolution 1136 was adopted.

Ayes – 5

Nays - 0

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

**10. OLD BUSINESS:**

None

**11. OTHER ITEMS OF INTEREST:**

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 5:50 PM.