

**Minutes of the
MERIDEN HOUSING AUTHORITY REGULAR BOARD MEETING
Held on
September 27, 2021**

Chairman Cornelius Ivers called the Regular Board of Commissioners' meeting to order at 5:30 PM. Meeting held via video conference. As a quorum was present the meeting commenced.

1. ROLL CALL:

PRESENT: Cornelius J. Ivers, Chairman
Scott Griffith, Vice Chairman
Lawrence Kendzior, Commissioner

ABSENT: Carlos Ruiz, Treasurer, Nancy Rosado, Resident Commissioner

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

4. PREVIOUS MONTH'S MINUTES

A. Minutes of the Regular Board of Commissioners' meetings held July 26, 2021.

Vice Chairman Scott Griffith made a motion to accept the minutes of the Regular Board of Commissioners' meeting held July 28, 2021. Commissioner Lawrence Kendzior seconded the motion. No discussion. A vote was called. The vote was unanimous. The vote was Ayes – 3, Nays – 0. The minutes were accepted.

Ayes - 3

Nays - 0

Cornelius J. Ivers, Chairman
Nancy Rosado, Resident Commissioner
Lawrence Kendzior, Commissioner

5. TREASURER'S REPORT:

A. August 2021 FYE 9/30/2021

Hayley Fetrow of HSF Consulting, LLC provided a brief overview. Ms. Fetrow stated there were no significant items to review. Ms. Fetrow reported all the payroll protection funds had been utilized and the Ion Bank loan forgiveness process was reported to be currently underway. Brief discussion continued with regards to fiscal year end which was traditionally 9/30 now changed to 12/31. Ms. Fetrow reported waiting for HUD guidance in respect to financial reporting. Nine vacancies at Johnson Farms briefly discussed. Executive Director Cappelletti stated those units necessitated bathroom renovations and kitchen updates. Ms. Fetrow stated an updated debt schedule would be provided to the Board.

6. CHAIRMAN'S REPORT:

None

7. MANAGEMENT REPORTS:

A. Executive Director's Report:

Executive Director Cappelletti reported. The HCV program over leasing issue was discussed. It was reported that vouchers were not shed as they are typically through attrition during COVID which caused over leasing. Additionally project based housing developments came on line at Meriden Commons, Yale Acres and Crown St. This also led to the over leasing issue. MHA reported to be working with HUD to rectify the issue and anticipate 12/31 as a target date for resolution. A total of 160-180 vouchers are targeted to be shed. Community Towers North roof was completed with South tower work currently underway. Hanover Place dedication of flag pole and gazebo took place on 9/11 and was reported to be well attended. MHA currently working with VA to fill two vacant units. Jessica Vega will be leaving the MHA after 19 years of employment as she and her family will be relocating. Ms. Vega was a dedicated employee and will be missed. MHA wishes her the best in her new home.

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:

Chairman Cornelius Ivers made a motion adjourn. Commissioner Lawrence Kendzior seconded the motion. A vote was called. The vote was unanimous. The meeting adjourned at 5:51 PM.