

**Minutes of the
MERIDEN HOUSING AUTHORITY
REGULAR BOARD MEETING
Held on
January 24, 2022**

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: Scott Griffith, Vice Chairman
Cornelius J. Ivers, Chairman
Lawrence Kendzior, Commissioner
Carlos Ruiz, Treasurer
Nancy Rosado, Resident Commissioner (joined at 5:42 PM)

STAFF PRESENT: Robert Cappelletti, Executive Director, Michael Atencio (Administrative Assistant Temp.) David Sunshine, Yaritza Vargas

OTHERS PRESENT: Hayley Fetrow of HSF Consulting, LLC

2. PUBLIC COMMENTS AND WRITTEN COMMUNICATIONS:

Shawn McGuinness, 55 Willow St., Meriden CT 06450 Mr. McGuinness, a Community Towers resident expressed concern about safety with in the building. Mr. McGuinness requested something be done to improve the safety of residents and suggested security be hired.

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 November 22, 2021.

Vice Chairman Scott Griffith made a motion to accept the minutes of the Regular Board of Commissioners' meeting held November 22, 2021. No discussion. A vote was called. The vote was Ayes – 3, Abstention – 1. The minutes were accepted.

Ayes - 3

Abstain - 1

Scott Griffith, Vice Chairman
Cornelius Ivers, Chairman

Carlos Ruiz, Treasurer

Lawrence Kendzior, Commissioner

5. TREASURER'S REPORT:

A. November and December 2020 FYE 9/30/2021

Hayley Fetrow of HSF Consulting, LLC provided a 15 month financial statement. Ms. Fetrow reported on HAP funds payments which were absorbed by J. D'amelia or Imagineers. Reimbursement by those two entities reported was reported to occur by Ms. Fetrow. HAP money was changed from expenses to accounts receivable for reimbursement. Executive Director and Director of Section 8 Dept. reported to continued work with HUD regarding over utilization of vouchers. Ms. Fetrow discussed income received from working with Windsor Housing Authority which included resident service assistance. Community Towers reported increased revenues as a result of Cares Act. Johnson Farms briefly discussed. Business Activities briefly discussed.

6. CHAIRMAN'S REPORT:

None

7. MANAGEMENT REPORTS:

A. Executive Director's Report:

Executive Director R. Cappelletti reported. Executive Director Cappelletti discussed working with HUD local field office, J. D'Amelia, Imagineers, and coordinating with various city's housing authorities in order to absorb approximately 700 vouchers. This activity was reported as having taken approximately 6 months. Roof work on Community Towers reported as completed. IT work required for the main office has been completed.

B. Program Reporting Operations:

C. Resident Services Report:

David Sunshine reported having spent a lot of time working with the City to mitigate Covid. He reported coordinated with the Family Self Sufficiency Department to hand out test kits door to door as well as disseminating information about booster shots. Mr. Sunshine discussed the future use of new computers to be located in CT community room with a curriculum having been designed to provide computer classes. Mr. Sunshine is hopeful doors will be able to be safely opened in the very near future.

8. EXECUTIVE SESSION:

None

9. NEW BUSINESS:

A. Resolution 1140: Approval of the State Operating Budget

Vice Chairman Scott Griffith made a motion to adopt Resolution 1134, Treasurer Carlos Ruiz seconded the motion. A vote was called. Vote was Ayes – 5, Nays – 0. The vote was unanimous. Resolution 1140 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 1141: Approval of the Federal Operating Budget

Vice Chairman Scott Griffith made a motion to adopt Resolution 1141; Chairman Cornelius Ivers seconded the motion. No discussion. A vote was called. Vote was Ayes – 5, Nays – 0. The vote was unanimous. Resolution 1141 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 1142: Approval and Adoption of Fair Market Rents for the HCV Program

Vice Chairman Scott Griffith made a motion to adopt Resolution 1142; Resident Commissioner Nancy Rosado seconded the motion. Brief discussion. A vote was called. Vote was Ayes – 5, Nays – 0. The vote was unanimous. Resolution 1142 was adopted.

Ayes – 5

Nays - 0

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

D. Resolution 1143: Approval and Adoption of Utilities Allowance

Treasurer Carlos Ruiz made a motion to adopt Resolution 1143; Vice Chairman Scott Griffith seconded the motion. Brief discussion. A vote was called. Vote was Ayes – 5, Nays – 0. The vote was unanimous. Resolution 1143 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:

Executive Director R. Cappelletti announced Evette Nava's retirement after 25 years of service to The MHA. Executive Director would like to acknowledge her service.

12. MATTERS NOT ON THE AGENDA:

Treasurer Carlos Ruiz questioned the possibility of speaking to new police chief regarding providing security to Community Towers.

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 6:20 PM.