

**Minutes of the  
MERIDEN HOUSING AUTHORITY  
REGULAR BOARD MEETING  
Held on  
February 28, 2022**

Chairman Cornelius Ivers called the Regular Board of Commissioners' meeting to order at 5:36 PM. Meeting held via video conference. As a quorum was present the meeting commenced.

**1. ROLL CALL:**

**PRESENT:** Cornelius J. Ivers, Chairman  
Lawrence Kendzior, Commissioner  
Carlos Ruiz, Treasurer

**EXCUSED ABSENCE:** Scott Griffith, Vice Chairman, Nancy Rosado,  
Resident Commissioner

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

**OTHERS PRESENT:** Hayley Fetrow of 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 January 24, 2022.**

Treasurer Carlos Ruiz made a motion to accept the minutes of the Regular Board of Commissioners' meeting held January 24, 2022. Commissioner Lawrence Kendzior seconded the motion. No discussion. A vote was called. The vote was Ayes – 3, Nays - 0. The minutes were accepted.

Ayes - 3

Nays – 0

Carlos Ruiz, Treasurer  
Cornelius Ivers, Chairman  
Lawrence Kendzior, Commissioner

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

### **A. January 2022 FYE 12/31/2022**

Hayley Fetrow of HSF Consulting, LLC provided a review of the Treasurers Report. Ms. Fetrow noted January was the first month of the new fiscal year. Ms. Fetrow stated to be currently working of fiscal year ends. Ms. Fetrow stated overall the financials were flat with one variance related to HAP subsidy. Discussion continued of HAP subsidy. Chairman Ivers questioned accounts receivable. Ms. Fetrow stated that as finalization of the unaudited fiscal year financial statement process occurs options will be discussed with the Auditors and then final recommendations would be brought to the Board for approval.

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

None

## **7. MANAGEMENT REPORTS:**

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

Executive Director Cappelletti stated that as the Section 8 program transfers participants to other agencies receipt of HAP over funding must be paid back to HUD. HUD will recoup those funds within in the third or fourth month. The exchanging of HAP funding anticipated to continue for a few months with stabilization to occur by May or June. Discussion of higher rents in housing market trends discussed. Commissioner Kendzior requested copies of the South Central Regional Rent Report be distributed to Board members. Executive Director Cappelletti reported Hanover Place as being fully occupied and all Mainstream vouchers had been leased up. Brief description a mainstream vouchers was provided. Community Towers rent increase request discussed. Executive Director Cappelletti reported that proposed increase would not impact any of the current Community Towers residents as all residents are on the 30% AGI formula.

### **B. Program Reporting Operations:**

### **C. Resident Services Report:**

None

## **8. EXECUTIVE SESSION:**

None

## **9. NEW BUSINESS:**

### **A. Resolution 1144: Approval of rental increase at Community Towers**

Commissioner Lawrence Kendzior made a motion to adopt Resolution 1144, Treasurer Carlos Ruiz seconded the motion. A vote was called. Vote was Ayes – 3, Nays – 0. The vote was unanimous. Resolution 1144 was adopted.

Ayes – 3

Nays - 0

Cornelius Ivers, Chairman  
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:**

Commissioner Lawrence Kendzior made a motion to adjourn, Treasurer Carlos Ruiz seconded the motion. A vote was called. The vote was unanimous. The meeting adjourned at 5:53 PM.