

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

Chairman Cornelius Ivers called the Regular Board of Commissioners' meeting to order at 5:32 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
Nancy Rosado, Resident Commissioner
Lawrence Kendzior, Commissioner (arrived at 5:38 PM)

EXCUSED ABSENCE: Carlos Ruiz, Treasurer

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 February 28, 2022.

Vice Chairman Scott Griffith made a motion to accept the minutes of the Regular Board of Commissioners' meeting held February 28, 2022. Chairman Cornelius Ivers seconded the motion. No discussion. A vote was called. The vote was Ayes – 2, Abstention - 1. The minutes were accepted.

Ayes - 2

Abstain – 1

Scott Griffith, Vice Chairman
Cornelius Ivers, Chairman

Nancy Rosado, Resident Commissioner

5. TREASURER'S REPORT:

A. February 2022 FYE 12/31/2022

Hayley Fetrow of HSF Consulting, LLC provided a review of the Treasurers Report. Ms. Fetrow noted February was second month of the new fiscal year. Ms. Fetrow reported on present HAP status. Ms. Fetrow noted Ion Bank had approved the application to forgive the Pay Check Protection Program Loan. Ms. Fetrow reported year end close had been completed and submitted to HUD on March 15th. The report was comprised of fifteen months. A debt service schedule and unaudited financial statements are to be provided to Board.

6. CHAIRMAN'S REPORT:

None

7. MANAGEMENT REPORTS:

A. Executive Director's Report:

Executive Director Cappelletti discussed the HCV programs reconciliation status. Executive Director Cappelletti stated the MHA would now be seeking to lease up participants. A waitlist will be open and selection would be made via a lottery process. The process of balancing HCV utilization was discussed in detail. Hanover Place reported to be fully occupied. MHA reported to be working with Community Towers' residents as MHA was notified of residents allowing uninvited guests into the building. Increased surveillance and attention to this matter has been discussed with the Asset Manager and Maintenance Staff. Executive Director Cappelletti announced the retirement of two employees; Evette Nava and Candace Van Tassell. Executive Director Cappelletti thanked both employees for their dedication and years of service to the MHA. Yale Acres lights reported to be operational and currently seeking to remove telephone poles and overhead lines.

B. Program Reporting Operations:

C. Resident Services Report:

David Sunshine reported to be working with the City distributing Covid test kits to tenants. Computer class program reported to be offered in near future. Assisting residents continued at Community Towers.

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:

Vice Chairman Scott Griffith made a motion to adjourn, Resident Commissioner Nancy Rosado seconded the motion. A vote was called. The vote was unanimous. The meeting adjourned at 5:58 PM.