

**Minutes of the
MERIDEN HOUSING AUTHORITY
REGULAR BOARD MEETING
Held on
April 25, 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
Nancy Rosado, Resident Commissioner
Lawrence Kendzior, Commissioner

ABSENT: Carlos Ruiz, Treasurer, Scott Griffith, Vice Chairman

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

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 March 28, 2022.

Commissioner Lawrence Kendzior made a motion to accept the minutes of the Regular Board of Commissioners' meeting held March 28, 2022. Chairman Cornelius Ivers seconded the motion. No discussion. A vote was called. The vote was Ayes – 3, Nays - 0. The minutes were accepted.

Ayes - 3

Nays - 0

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

5. TREASURER’S REPORT:

A. March 2022 FYE 12/31/2022

Hayley Fetrow of HSF Consulting, LLC provided a review of the Treasurers Report. Ms. Fetrow discussed the variance in Section 8 program in detail. Discussion of additional leasing up of HCV’s continued.

6. CHAIRMAN’S REPORT:

None

7. MANAGEMENT REPORTS:

A. Executive Director’s Report:

Executive Director Cappelletti discussed the HCV program current staff reorganization. FSS Compliance Assistant with portability duties and currently seeking an inspections scheduler. Executive Director Cappelletti stated the MHA would be seeking to lease up close to 100 HCV. Johnson Farms was discussed. It was reported that many units were proving hard to lease up as units require gut rehab of kitchen and baths. Executive Director Cappelletti planned rehabbing several units at a time in an effort to increase occupancy and revenue. Executive Director Cappelletti reported that the City Assessors Office had mailed 31 income and expense reports to be completed by MHA. Of those 31 report requests a small few are required to be filed and as they are not tax exempt properties. The City Assessor’s office reportedly has a difficulty understanding MHA is tax exempt. Executive Director Cappelletti stated MHA would work with the City Manager and Tax Assessor Office to address this ongoing issue. Brief discussion of tax bills and reports continued.

B. Program Reporting Operations:

C. Resident Services Report:

David Sunshine reported to be assisting Community Towers residents’ to live independently and also assist those residents who are aging out. Mr. Sunshine stated to be pursuing grant opportunities as well as continuing to distribute COVID test kits. Assurance wireless cell phone or tablet program discussed.

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:

Commissioner Lawrence Kendzior made a motion to adjourn, Chairman Cornelius Ivers seconded the motion. A vote was called. The vote was unanimous. The meeting adjourned at 5:56 PM.