

**Minutes of the
MERIDEN HOUSING AUTHORITY
REGULAR BOARD MEETING
Held on
May 23, 2022**

Vice Chairman Scott Griffith called the Regular Board of Commissioners' meeting to order at 5:32 PM. The meeting was held via video conference. As a quorum was present the meeting commenced.

1. ROLL CALL:

PRESENT: Scott Griffith, Vice Chairman
Nancy Rosado, Resident Commissioner
Carlos Ruiz, Treasurer

EXCUSED ABSENCE: Cornelius J. Ivers, Chairman, Lawrence Kendzior, 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 April 25, 2022.

Resident Commissioner Nancy Rosado made a motion to accept the minutes of the Regular Board of Commissioners' meeting held April 25, 2022. Treasurer Carlos Ruiz seconded the motion. No discussion. A vote was called. The vote was Ayes – 2, Abstain - 1. The minutes were accepted.

Ayes - 2

Abstain - 1

Scott Griffith, Vice Chairman
Nancy Rosado, Resident Commissioner

Carlos Ruiz, Treasurer

5. TREASURER'S REPORT:

A. April 2022 FYE 12/31/2022

Hayley Fetrow of HSF Consulting, LLC provided a review of the Treasurers Report. Ms. Fetrow stated the Section 8 lease up process continues with all Mainstream Vouchers having been leased up. The number of vacancies at Community Towers and Johnson Farms reported to be impacting revenue. Discussion of increased utility costs at Yale Acres reported to be impacting operations. Discussion continued regarding possible causes of increased utility costs at Yale Acres.

6. CHAIRMAN'S REPORT:

None

7. MANAGEMENT REPORTS:

A. Executive Director's Report:

Executive Director Cappelletti discussed the HCV program current staff reorganization. Currently the Department is hiring qualified staff and continue to lease up effort. Executive Director Cappelletti reported receipt of numerous requests seeking housing with no emergency housing available. Hanover Place reported to be fully occupied. It was reported caseworkers were assisting residents who fail to comply with recertification process. Community Towers reported to be working with City Fire Marshall to begin approved improvements to the fire safety doors throughout the two buildings. Trespassing problem continues on site and currently MHA is working with Police and Fire Dept. to allow for different door lock in an effort to halt trespassing. MHA continues administrative management of both Windsor Housing Authority and Groton Housing Authority. Windsor Housing Authority's contract is near end of term. MHA currently assisting with procuring a qualified management company as a permanent solution to manage operations. The contract is targeted to finalize in August/September.

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:

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 5:46 PM.