

**Minutes of the
MERIDEN HOUSING AUTHORITY
REGULAR BOARD MEETING
Held on
July 25, 2022**

Chairman Cornelius J. Ivers called the Regular Board of Commissioners' meeting to order at 5:30 PM. The meeting was held at 22 Church St., Meriden and via Zoom. As a quorum was present the meeting commenced.

1. ROLL CALL:

PRESENT: Cornelius J. Ivers, Chairman
Nancy Rosado, Resident Commissioner
Lawrence Kendzior, Commissioner
Carlos Ruiz, Treasurer

EXCUSED ABSENCE: Scott Griffith, Vice Chairman

STAFF PRESENT: Robert Cappelletti, Executive Director, Jamie Urkevic

OTHERS PRESENT: None

2. PUBLIC COMMENTS AND WRITTEN COMMUNICATIONS:

Colleen Cyr: Ms. Cyr addressed the BOC. Ms. Cyr questioned the BOC meeting minute's availability and the accessibility of the virtual meeting accessibility. Ms. Cyr stated to be seeking transparency through recorded access.

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 June 27, 2022

Treasurer Carlos Ruiz made a motion to accept the minutes of the Regular Board of Commissioners' meeting held June 27, 2022. Commissioner Lawrence Kendzior seconded the motion. No discussion. A vote was called. The vote was Ayes – 4, Nays - 0. The minutes were accepted.

Ayes - 4

Nays – 0

Cornelius J. Ivers, Chairman
Lawrence Kendzior, Commissioner
Nancy Rosado, Resident Commissioner
Carlos Ruiz, Treasurer

5. TREASURER'S REPORT:

A. June 2022 FYE 12/31/2022

Hayley Fetrow of HSF Consulting, LLC provided an overview of the Treasurer's report. Ms. Fetrow stated no major variances or activities to report. Ms. Fetrow reported higher than budgeted utility expenses and higher than usual temp labor costs. Section 8 Dept. using temporary labor staff clerical staff with the anticipation of moving some temp to permanent hires. Mid-year revision schedule to be submitted. Section 8 program currently in lease up mode. Auditors were on site and performed field work on July 13th and 14th. Financial statement due 09/30/2022. Auditors report to publish statement on Sept 15th with report to the BOC. Utility costs at Yale Acres briefly discussed.

6. CHAIRMAN'S REPORT:

None

7. MANAGEMENT REPORTS:

A. Executive Director's Report:

Executive Director Cappelletti discussed increase in Section 8 portability as rents in Meriden remain attractive. Community Towers fire safety doors project briefly discussed. Executive Director Cappelletti reported the need to replace mechanicals of elevator doors. It was reported that an RFP to replace 4 elevators was currently underway. Ultra violet light air purifiers to be installed at Community Towers. Windsor Housing Authority contract expiring with new management company to start 09/01/2022. Commissioner Kendzior suggested BOC receive an oral overview of audit when released.

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 motion to adjourn. Chairman Cornelius Ivers seconded the motion. A vote was called. The vote was unanimous. The meeting adjourned at 5:52 PM.