

**Minutes of the  
MERIDEN HOUSING AUTHORITY  
REGULAR BOARD MEETING  
Held on  
June 27, 2022**

Chairman Cornelius J. Ivers called the Regular Board of Commissioners' meeting to order at 5:31 PM. The meeting was 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  
Carlos Ruiz, Treasurer

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

**OTHERS PRESENT:** None

**2. PUBLIC COMMENTS AND WRITTEN COMMUNICATIONS:**

**Colleen Cyr:** Ms. Cyr addressed the BOC. Ms. Cyr expressed frustration that MHA board meetings were difficult for public to access after the meetings had taken place. Ms. Cyr further stated concern surrounding the issuance of bond funding request.

**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 May 23, 2022.**

Vice Chairman Scott Griffith made a motion to accept the minutes of the Regular Board of Commissioners' meeting held May 23, 2022. Treasurer Carlos Ruiz seconded the motion. No discussion. A vote was called. The vote was Ayes – 3, Abstain - 2. The minutes were accepted.

Ayes - 3

Abstain - 2

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

Lawrence Kendzior, Commissioner  
Cornelius J. Ivers, Chairman

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

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

Hayley Fetrow of HSF Consulting, LLC provided the May Treasurer's report for Board Review. Ms. Fetrow was not present at the meeting but Executive Director Cappelletti stated any questions could be provided to Executive Director Cappelletti and Ms. Fetrow would respond via email. Chairman Ivers questioned the 6 vacancies at Community Towers. Turnover was briefly discussed. Executive Director Cappelletti stated he had spoken with the Asset Manager to reduce the length of time between unit turn over and lease up. It was stated by Executive Director Cappelletti that some units required more time for turnover as water damage from the leaking roof had created extensive damage in some areas. Executive Director Cappelletti reported the roofs at both towers had been replaced and were completed. Treasurer Carlos Ruiz questioned the status of the reported 9 vacancies located at Johnson Farms. Executive Director Cappelletti stated the units' required major renovation including bathrooms, kitchen and flooring. Renovations are scheduled to commence with outside contractors this week.

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

None

## **7. MANAGEMENT REPORTS:**

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

Executive Director Cappelletti discussed the gut rehab required at Johnson Farms and the small amount of funding available. Due to outside contractors incurring extraordinary expenses as the cost of materials has escalated a request from CHFA will be made. Community Towers reported to be currently undergoing work on fire safety door process. MHA is working in coordination with the City Fire Marshall and vendor. Materials remain on order. The section 8 Dept. reported to be in lease up mode. Dept. slowly issuing vouchers as renters' reported to be experiencing difficulty locating rental property. Personnel issues caused by turnover has resulted is staff being slow to respond. Temp agency staffing is currently being utilized with temp to hire option. Executive Director Cappelletti reported union contracts are to be negotiated this summer. Windsor Housing Authority contract coming to a close. Contract expires in June. A new agency will start September 1<sup>st</sup> MHA will assist with the transition. Work with Groton Housing Authority continues. Bond discussion discussed in detail. Executive Director Cappelletti stated the bonds were non-recourse. Executive Director Cappelletti stated that this was a two-step approval process. Executive Director Cappelletti reported specifics would come back before the BOC for final approval. Chairman Ivers stated that this process was similar to process which was done with Yale Acres development. Chairman Ivers stated Resolutions were not binding but framework to be voted on in the future. Additionally, Chairman Ivers stated this approval allows the Executive Director to negotiate a number of different terms which would be brought before the BOC for a final approval and vote. Commissioner Lawrence Kendzior questioned predevelopment costs and how those costs would be paid for. Commissioner Kendzior stated he was not convinced that this was a non-recourse bond, and he would ask to hear from bond counsel and be provided with project details with clarifications on payback of predevelopment debt. Commissioner Kendzior stated he would not support the Resolution as no judgment could be made in his mind the merit of the project without further details.

Chairman Cornelius Ivers requested a special BOC meeting be coordinated to include Pullman & Comley Bond Counsel and the Architect to present detailed information and respond to all questions. Executive Director Cappelletti stated this meeting would be scheduled immediately.

**B. Program Reporting Operations:**

None

**C. Resident Services Report:**

David Sunshine reported working on FSS program which is in the process of being revamped by HUD. Mr. Sunshine attending all trainings required.

**8. EXECUTIVE SESSION:**

None

Vice Chairman Scott Griffith made a motion to amend the agenda to add Resolutions 1145 and Resolution 1146 to New Business. Chairman Cornelius Ivers seconded the motion. A vote was called. The vote Ayes - 4 , Nays - 1.

Ayes- 4

Nays – 1

Scott Griffith Vice Chairman  
Cornelius Ivers, Chairman  
Nancy Rosado, Resident Commissioner  
Carlos Ruiz, Treasurer

Lawrence Kendzior, Commissioner

**9. NEW BUSINESS:**

Commissioner Lawrence Kendzior made a motion to table Resolution 1145 until further specific details were presented to BOC from legal counsel and architect. Treasurer Carlos Ruiz seconded the motion. A vote to table Resolution 1145 was called. The vote was Ayes – 2, Nays – 3.

Ayes- 2

Nays – 3

Lawrence Kendzior, Commissioner  
Carlos Ruiz, Treasurer

Cornelius J. Ivers, Chairman  
Scott Griffith, Vice Chairman  
Nancy Rosado, Resident Commissioner

**A. Resolution 1145: West Main Street Project Bond \$75,000,000.**

Vice Chairman Scott Griffith made a motion to approve Resolution 1145, Chairman Cornelius Ivers seconded the motion. A detailed discussion continued. Commissioner Kendzior stated he would not support this Resolution as certainty of non-recourse bonds was questionable and a current development plan was not provided. A vote to adopt Resolution 1145 was called. The vote was Ayes –3, Nays – 2. Resolution 1145 was adopted.

Ayes- 3

Nays – 2

Cornelius J. Ivers, Chairman  
Scott Griffith, Vice Chairman  
Nancy Rosado, Resident Commission

Carlos Ruiz, Treasurer  
Lawrence Kendzior, Commissioner

- B.** Resolution 1146: Yale Acres Community Center (Phase II) Bond \$54,000,000  
Vice Chairman Scott Griffith made a motion to approve Resolution 1146,  
Chairman Cornelius Ivers seconded the motion. Discussion continued. Commissioner  
Kendzior stated concerns previously voiced with respect to Resolution 1145 also applied  
to Resolution 1146. Chairman Ivers stated that that this resolution was not the final  
commitment and bonds were in fact non-recourse. A vote to adopt Resolution 1146 was  
called. The vote was Ayes –3, Nays – 2. Resolution 1146 was adopted.

Ayes- 3

Nays – 2

Cornelius J. Ivers, Chairman  
Scott Griffith, Vice Chairman  
Nancy Rosado, Resident Commission

Carlos Ruiz, Treasurer  
Lawrence Kendzior, Commissioner

Executive Director Cappelletti stated a special BOC meeting would be scheduled with legal  
counsel and the developments architect to address all concerns.

**10. OLD BUSINESS:**

None

**11. OTHER ITEMS OF INTEREST:**

None

**12. MATTERS NOT ON THE AGENDA:**

None

**13. ADJOURNMENT:**

Chairman Cornelius Ivers made motion to adjourn. Vice Chairman Scott Griffith seconded the  
motion. A vote was called. The vote was unanimous. The meeting adjourned at 6:47 PM.