

**Minutes of the  
MERIDEN HOUSING AUTHORITY  
REGULAR BOARD MEETING  
Held on  
September 26, 2022**

Chairman Cornelius J. Ivers called the Regular Board of Commissioners' meeting to order at 5:33 PM. The meeting was held at 22 Church St., Meriden. 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

**EXCUSED ABSENCE:** Carlos Ruiz, Treasurer

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

**OTHERS PRESENT:** Hayley Fetrow, 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 Special Board of Commissioners' meeting held July 13, 2022**

Commissioner Lawrence Kendzior made a motion to accept the minutes of the Special Board of Commissioners' meeting held July 13, 2022. Vice Chairman Scott Griffith 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  
Scott Griffith, Vice Chairman  
Lawrence Kendzior, Commissioner  
Nancy Rosado, Resident Commissioner

## **B. Minutes of the Regular Board of Commissioners' meetings held July 25, 2022**

Vice Chairman Scott Griffith made a motion to accept the minutes of the Regular Board of Commissioners' meeting held July 25, 2022. Commissioner Lawrence Kendzior seconded the motion. No discussion. A vote was called. The vote was Ayes – 3, Abstain - 1. The meeting minutes were accepted.

Ayes - 3

Abstain – 1

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

Scott Griffith, Vice Chairman

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

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

Hayley Fetrow of HSF Consulting, LLC provided an overview of the Treasurer's report. Ms. Fetrow discussed variances within Section 8 program. Ms. Fetrow stated HUD to prepare a quarterly reconciliation. HCV program discussed in detail. Number of vacancies located at Johnson Farms and Community Towers reviewed. Unit turn over discussed. Windsor Housing Authority assistance agreement reported to have been completed. Executive Director Cappelletti stated Windsor Housing Authority was stabilized, a procurement was prepared and a management company was hired.

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

None

## **7. MANAGEMENT REPORTS:**

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

Executive Director Cappelletti reported HCV lease up continues. Executive Director stated a company who does housing authority turnovers had been contracted to assist with unit turnover at Johnson Farms and Community Towers. Community Towers REAC Inspection scheduled for October. Staff preparing. Disposition of Community Towers discussed briefly as HUD was notified of Community Towers need of renovation. Executive Director Cappelletti stated all health and safety repairs would be addressed immediately. A contractor was hired to assist with unit turn over. Auditors report to be distributed to BOC as soon completed. A presentation will be brought before the board.

### **B. Program Reporting Operations:**

None

### **C. Resident Services Report:**

Executive Director Cappelletti reported resident services continued to serve Community Towers residents as well as Windsor Housing Authority by bringing services to the building. Resident Service Coordinator currently working on FSS Action Plan grant. Security at Community Towers reported to continue to be an issue. Commissioner Kendzior suggested requesting

community police on second shift to walk Community Towers. Security push doors work continues.

**8. EXECUTIVE SESSION:**

None

**9. NEW BUSINESS:**

**A. Resolution 1147: Authorization to purchase 35 Maple St., Meriden**

Executive Director Cappelletti detailed the resolution.

Commissioner Lawrence Kendzior made a motion to approve Amended Resolution 1147. Vice Chairman Scott Griffith seconded the motion. No discussion. A vote was called. The vote was Ayes – 4, Nays - 0. The motion to accept the amendment to Resolution 1147 was approved.

Ayes - 4

Nays – 0

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

Vice Chairman Scott Griffith made a motion to adopt amended Resolution 1147, Commissioner Lawrence Kendzior made a motion not to support the Resolution 1147. A vote was called. The vote was Ayes – 3, Nays -1. Amended Resolution 1147 was adopted.

Ayes - 3

Nays – 1

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

Lawrence Kendzior, Commissioner

**10. OLD BUSINESS:**

None

**11. OTHER ITEMS OF INTEREST:**

None

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

None

**13. ADJOURNMENT:**

Vice Chairman Scott Griffith made motion to adjourn. Commissioner Lawrence Kendzior seconded the motion. A vote was called. The vote was unanimous. The meeting adjourned at 6:11 PM.