

**Minutes of the
MERIDEN HOUSING AUTHORITY
REGULAR BOARD MEETING
Held on
November 28, 2022**

Chairman Cornelius J. Ivers called the Regular Board of Commissioners' meeting to order at 5:31 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
Carlos Ruiz, Treasurer (arrived at 5:37 PM)
Nancy Rosado, Resident Commissioner (arrived at 5:37 PM)
Lawrence Kendzior, Commissioner

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 Annual Board of Commissioners' meetings held October 24, 2022.

Chairman Cornelius Ivers made a motion to approve the minutes of the Regular Board of Commissioners' meeting held October 24, 2022. Commissioner Lawrence Kendzior seconded the motion. No discussion. A vote was called. The vote was Ayes – 3, Nays - 0. The minutes were approved.

Ayes - 3

Nays – 0

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

B. Minutes of the Regular Board of Commissioners' meetings held October 24, 2022.

Chairman Cornelius Ivers made a motion to approve the minutes of the Regular Board of Commissioners' meeting held October 24, 2022. Vice Chairman Scott Griffith seconded the motion. No discussion. A vote was called. The vote was Ayes – 3, Nays - 0. The minutes were approved.

Ayes - 3

Nays – 0

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

5. TREASURER’S REPORT:

A. October 2022 FYE 12/31/2022

Ms. Fetrow provided a detailed report of the treasurer’s report. Operating transfers and use of equities discussed. Unit turnover at State Moderate property reported. Annual audit discussion continued. Questions related to Audit are to be addressed to HSF Consulting. Responses will be provided in writing to the BOC distributed by the Executive Director.

6. CHAIRMAN’S REPORT: None

7. MANAGEMENT REPORTS:

A. Executive Director’s Report:

Executive Director Cappelletti reported HCV program remains short staffed. New applicants are being sought. Community Towers REAC inspection report discussed. Elevator replacement and building façade work discussed. Unit inspection process discussed. HUD Field office visit scheduled for Dec. 5th to review processes.

B. Program Reporting Operations:

None

C. Resident Services Report:

None

Treasurer Carlos Ruiz made a motion to amend the agenda to take up New Business Resolution 1149 before Executive Session. Chairman Cornelius Ivers seconded the motion. A vote was called. The vote was unanimous.

Commissioner Lawrence Kendzior made a motion to enter into Executive Session for the purpose of discussing a personnel matter, excusing everyone with the ability to call Executive Director Cappelletti or Ms. Fetrow if information was needed. Chairman Cornelius Ivers seconded the motion. A vote was called. The vote was unanimous. The board entered into executive session at 6:38 PM.

Vice Chairman Scott Griffith made a motion to adjourn from Executive Session, Commissioner Lawrence Kendzior seconded the motion. A vote was called. The Board adjourned from Executive Session at 7:15 PM

8. EXECUTIVE SESSION:

- A. Discussion of personnel contract.
- B. Development Opportunity

9. NEW BUSINESS:

A. Resolution 1149: Approval and Adoption of utility allowances for Tenant furnished utilities.

Chairman Cornelius Ivers made a motion to approve Resolution 1149. Commissioner Lawrence Kendzior seconded the motion. No discussion. A vote was called. The vote was unanimous. Resolution 1149 was adopted. Vote was Ayes - 5, Nays -0 .

Ayes - 5

Nays – 0

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

B. Resolution 1150: Approval of Executive Director Employment Agreement.

Commissioner Lawrence Kendzior made a motion authorizing Commissioner Kendzior and Chairman Cornelius Ivers be authorized by the Board of Commissioners to discuss the terms of the Executive Director Employment Agreement with the Executive Director and bring back a recommendation to the Board of Commissioners. Chairman Ivers seconded the motion. A vote was called. All were in favor.

Commissioner Kendzior made a motion to table Resolution 1150. Treasurer Carlos Ruiz seconded the motion. A vote was called. The vote was unanimous. Resolution 1150 was tabled.

Ayes - 5

Nays – 0

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

C. Resolution 1151: Authorization of intent to issue bonds for Regency South Development.

Chairman Cornelius Ivers made a motion to adopt Resolution 1151. Treasurer Carlos Ruiz seconded the motion. Detailed discussion continued. Chairman Cornelius Ivers called for a vote. The vote was Ayes – 2, Nays – 2, Abstain - 1. Resolution 1151 was not adopted.

Ayes – 2

Nays – 2

Abstain - 1

Nancy Rosado, Resident Comm. Scott Griffith, Vice Chair.
Carlos Ruiz, Treasurer Lawrence Kendzior, Comm.

Cornelius J. Ivers, Chairman

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. Commissioner Lawrence Kendzior seconded the motion. A vote was called. The vote was unanimous. The meeting adjourned at 7:46 PM.