

**Minutes of the  
MERIDEN HOUSING AUTHORITY  
REGULAR BOARD MEETING  
Held on  
March 27, 2023**

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  
Nancy Rosado, Resident Commissioner  
Scott Griffith, Vice Chairman (Via telephone/arrived at meeting 5:45 PM)  
Carlos Ruiz, Treasurer (arrived at 5:35 PM)

**EXCUSED ABSENCE:** Lawrence Kendzior, Commissioner

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

**OTHERS PRESENT:** Hayley Fetrow, HSF Consulting, LLC. (via Zoom)

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

**Roberto Varela 55 Willow St., Meriden, CT:** Mr. Varela addressed the Board of Commissioners. Mr. Varela stated he is a resident of Community Towers and expressed his concern over trespassers gaining access to the on the property, creating what he described as an unsafe environment.

**Ramon Virella 55 Willow St., Meriden, CT:** Mr. Virella addressed the Board of Commissioners. Mr. Virella stated he is a resident of Community Towers. Mr. Virella voiced his concern with trespassers gaining access at night to the property.

Chairman Ivers responded stating that the Board and MHA were aware of the ongoing issue and were taking steps to address the problem. Executive Director Cappelletti stated he was in contact with Meriden's Fire Chief regarding doors. Meriden Police Dept. currently conducting additional rounds at the property with canines. Additional surveillance cameras are to be installed.

**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 February 27, 2023.**

Resident Commissioner Nancy Rosado made a motion to approve the minutes of the Regular Board of Commissioners' meeting held February 27, 2023. Treasurer Carlos Ruiz seconded the motion. No discussion. A vote was called. The vote was Ayes – 4, Nays - 0. The vote was unanimous. The minutes were approved.

Ayes - 4

Nays – 0

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

**5. TREASURER'S REPORT:**

**A. 2023 Consolidated Budget**

Hayley Fetrow of HSF Consulting LLC presented the 2023 Consolidated budget. Ms. Fetrow provided a detailed review of the budget.

**6. CHAIRMAN'S REPORT:**

None

**7. MANAGEMENT REPORTS:**

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

Executive Director Cappelletti reported Imagineers contract was negotiated. Resolution brought forth under New Business. Community Towers vacancies discussed. Remedies to address illegal trespassers discussed.

**A. Program Reporting Operations:**

None

**B. Resident Services Report:**

David Sunshine reported to be working with Meriden Police Dept. with respect to trespassing and security issues.

**8. EXECUTIVE SESSION:**

None

**9. NEW BUSINESS:**

**A. RESOLUTION 1154:** Approval of flat rental increase at Community Towers.

Treasurer Carlos Ruiz made a motion to accept Resolution 1154. Vice Chairman Scott Griffith seconded the motion. A vote was called. All in favor. The vote was unanimous. Ayes – 4, Nays - 0. Resolution 1154 was adopted.

Ayes – 4

Nays - 0

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

**B. RESOLUTION 1155:** Authorization to enter into contract with Imagineers for Management of Section 8 program.

Vice Chairman Scott Griffith made a motion to accept Resolution 1155. Treasurer Carlos Ruiz seconded the motion. A vote was called. All in favor. The vote was unanimous. Ayes – 4, Nays - 0. Resolution 1155 was adopted.

Ayes – 4

Nays - 0

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

**C. RESOLUTION 1156:** Approval of State Operating Budget FY-2023.

Treasurer Carlos Ruiz made a motion to accept Resolution 1156. Vice Chairman Scott Griffith seconded the motion. A vote was called. All in favor. The vote was unanimous. Ayes – 4, Nays - 0. Resolution 1156 was adopted.

Ayes – 4

Nays - 0

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

**D. RESOLUTION 1157:** Approval of Annual Federal Operating Budget FY-2023.

Vice Chairman Scott Griffith made a motion to adopt Resolution 1157. Treasurer Carlos Ruiz seconded the motion. A vote was called. All in favor. Resolution 1157 was adopted.

Ayes – 4

Nays - 0

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

**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 6:48 PM.