

**Minutes of the  
MERIDEN HOUSING AUTHORITY  
REGULAR BOARD MEETING  
Held on  
December 18, 2023**

Chairman Cornelius J. Ivers called the Regular Board of Commissioners' meeting to order at 5:36 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  
Nancy Rosado, Resident Commissioner (via conference call)

**STAFF PRESENT:** Robert Cappelletti, Executive Director, David Sunshine Resident, Services Coordinator

**OTHERS PRESENT:** Hayley Fetrow, HSF Consulting LLC

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

None

**3. PREVIOUS MONTH'S MINUTES**

**A. Minutes of the Regular Board of Commissioners' meetings held November 27, 2023.**

Vice Chairman Scott Griffith made a motion to approve the minutes of the Regular Board of Commissioners' meeting held November 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  
Scott Griffith, Vice Chairman  
Carlos Ruiz, Treasurer  
Nancy Rosado, Resident Commissioner

**4. TREASURER'S REPORT:**

**A. November FYE 12/31/2023**

Hayley Fetrow, HSF Consulting LLC. provided a summary of financial statements to the board. Brief discussion of the Section 8 program transition to Imagineers LLC management. Johnson Farms and Community Towers vacancy rate reported.

**5. CHAIRMAN'S REPORT:** None

**7. MANAGEMENT REPORTS:**

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

Executive Director Cappelletti provided an update. Employment of qualified maintenance staff continues to be sought for positions at Community Towers. Security staffing continues at Community Towers.

**A. Program Reporting Operations:**

None

**B. Resident Services Report:**

David Sunshine reported working on ROSS grant submission.

**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 a motion to adjourn. Vice Chairman Scott Griffith seconded the motion. A vote was called. The vote was unanimous. The meeting adjourned at 6:07 PM.