

**Minutes of the  
MERIDEN HOUSING AUTHORITY  
REGULAR BOARD MEETING  
Held on  
October 28, 2024**

Chairman Cornelius J. Ivers called the Regular Board of Commissioners' meeting to order at 5:40 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  
Carlos Ruiz, Treasurer (via conference call)  
Nancy Rosado, Resident Commissioner (via conference call)

**EXCUSED ABSENCE:** Scott Griffith, Vice Chairman

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

**OTHERS PRESENT:** None

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

None

**3. PREVIOUS MONTH'S MINUTES**

**A. Minutes of the Regular Board of Commissioner's meeting held September 23, 2024.**

Chairman Cornelius Ivers made a motion to approve the minutes of the Regular Board of Commissioners' meeting held September 23, 2024. Resident Commissioner Nancy Rosado 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  
Nancy Rosado, Resident Commissioner  
Carlos Ruiz, Treasurer

**4. TREASURER'S REPORT:**

**A. September 2024 FYE 12/31/2024**

Executive Director Robert Cappelletti summarized the September 2024 financial report. Executive Director Cappelletti reported all programs were performing slightly over budget due to greater than anticipated utility costs and labor costs. Brief discussion continued regarding utility expenses and HUD adjustment.

**5. CHAIRMAN’S REPORT:**

None

**6. MANAGEMENT REPORTS:**

**A. Executive Director’s Report:**

Executive Director Cappelletti reported three Security Service Companies had responded to the posted RFP. Rating and ranking submissions are currently underway. Ability to perform and cost will be analyzed. Executive Director Cappelletti reported that the Five year/Annual PHA plan had been finalized and submitted to HUD by the Oct. 18<sup>th</sup> due date. Elevator replacements, generator, smoke and co detectors and new entryway doors are included in the plan. No further discussion.

**B. Program Reporting Operations:**

None

**C. Resident Services Report:**

David Sunshine reported that the FSS grant would be submitted by the end of October. It was also reported that Community Towers tenants had elected to organize a tenant organization with elections scheduled for December 19<sup>th</sup>.

**7. EXECUTIVE SESSION:**

None

**8. NEW BUSINESS:**

**Resolution 1165: Approval and Authorization of the Submission of the Five Year/Annual Plan for year beginning January 1, 2025.**

Chairman Cornelius Ivers made a motion to adopt Resolution 1165. Treasurer Carlos Ruiz seconded the motion. A vote was called. The vote was unanimous. Ayes – 3, Nays - 0. Resolution 1165 was adopted.

Ayes - 3

Nays - 0

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

**9. OLD BUSINESS:**

None

**10. OTHER ITEMS OF INTEREST:**

None

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

None

**13. ADJOURNMENT:**

Chairman Cornelius Ivers made a motion to adjourn. Treasurer Carlos Ruiz seconded the motion. A vote was called. The vote was unanimous. The meeting adjourned at 6:04 PM.