

**Minutes of the
MERIDEN HOUSING AUTHORITY
REGULAR BOARD MEETING
Held on
April 28, 2025**

Chairman Cornelius J. Ivers called the Regular Board of Commissioners' meeting to order at 5:34 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 (via conference call)
Scott Griffith, Vice Chairman
Carlos Ruiz, Treasurer

STAFF PRESENT: Robert Cappelletti, Executive Director, Ed Siebert (via conference call) and Jamie Urkevic

OTHERS PRESENT: None

2. PUBLIC COMMENTS AND WRITTEN COMMUNICATIONS:

Dan Zaborowski 39 Fiesta Heights, Meriden, CT: Mr. Zaborowski addressed the Board requesting an update on the security efforts at Community Towers. Mr. Zaborowski also questioned the status of organizing a Community Towers Tenant Organization. Executive Director Cappelletti reported a positive response to the Security Services being provided with further details to be discussed in the Executive Directors Report including ongoing efforts to organize a Tenant Association.

John Malavenda West Main St., Meriden, CT: Mr. Malavenda addressed the Board. Mr. Malavenda thanked the Board for procuring the Security Service Company at Community Towers. Mr. Malavenda discussed turning on the community room TV as well as providing computers for residents' use.

3. PREVIOUS MONTH'S MINUTES

A. Minutes of the Regular Board of Commissioners meeting held March 24, 2025.

Vice Chairman Scott Griffith made a motion to approve the minutes of the Regular Board of Commissioners' meeting held March 27, 2025, Treasurer Carlos Ruiz seconded the motion. No discussion. A vote was called. The vote was Ayes – 4, Nays - 0. 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. March 2025 FYE 12/31/2025

Executive Director Cappelletti presented the treasurer’s report to the Board.

5. CHAIRMAN’S REPORT:

None

6. MANAGEMENT REPORTS:

A. Executive Director’s Report:

Executive Director Cappelletti reported on Community Towers vacancies. Staffing of two F/T permanent janitorial positions at Community Towers was discussed. Executive Director Cappelletti provided a progress update on the installation of the four new elevators at Community North and South Towers. Additional capital improvements were discussed. Evette Nava, Resident Service Director, was reported to be participating in training related to her new role as Resident Service Director as well as meeting with tenants. Ms. Nava reported to be concentrating on the organization of a Tenant Organization and the importance of such with residents. Community Towers Property Manager, Madeline DeJesus reported reduced traffic and unwanted activity occurring at the development as a result of the Security Service Company. Ms. DeJesus reported the ongoing efforts of the Security Team were clearly making a positive difference with their work reducing unauthorized activity, improving tenant safety and overall, a restored sense of order. Johnson Farms roof replacement discussed. Procurement activity update was provided.

7. NEW BUSINESS:

A. Resolution 1171: Approval of Admissions and Continued Occupancy Policy

Treasurer Carlos Ruiz made a motion to adopt Resolution 1171. Vice Chairman Scott Griffith seconded the motion. A vote was called. All in favor. The vote was unanimous. Resolution 1171 was adopted.

Ayes - 4

Nays - 0

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

B. Resolution 1172: Approval of Section 3 Plan

Treasurer Carlos Ruiz made a motion to adopt Resolution 1172. Vice Chairman Scott Griffith seconded the motion. A vote was called. All in favor. The vote was unanimous. Resolution 1172 was adopted.

Ayes - 4

Nays - 0

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

8. EXECUTIVE SESSION:

Vice Chairman Scott Griffith made a motion to enter into Executive Session. Treasurer Carlos Ruiz seconded the motion. The Board of Commissioners entered into Executive Session at 6:24 PM.

Vice Chairman Scott Griffith made a motion to adjourn from Executive Session. Treasurer Carlos Ruiz seconded the motion. The Board of Commissioners adjourned from Executive Session at 7:00 PM.

A. Strategic Planning.

9. OLD BUSINESS:

None

10. OTHER ITEMS OF INTEREST:

Chairman Cornelius Ivers requested a Special Board of Commissioners' Meeting be held May 2, 2025, at 1:00 PM.

11. MATTERS NOT ON THE AGENDA:

None

12. ADJOURNMENT:

Vice Chairman Scott Griffith made a motion to adjourn. Treasurer Carlos Ruiz seconded the motion. A vote was called. The vote was unanimous. The meeting adjourned at 7:02 PM.