

**Minutes  
of the  
MERIDEN HOUSING AUTHORITY  
REGULAR BOARD MEETING  
Held on  
October 26, 2020**

Chairman Cornelius Ivers called the Regular Board of Commissioners' meeting to order at 5:32 PM. Meeting held via teleconference. As a quorum was present the meeting commenced.

**1. ROLL CALL:**

**PRESENT:** Scott Griffith, Vice Chairman  
Cornelius J. Ivers, Chairman  
Nancy Rosado, Resident Commissioner  
Lawrence Kendzior, Commissioner

**ABSENT:** Carlos Ruiz, Treasurer

**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

**B. Yale Acres Resident Association:**

None

**4. PREVIOUS MONTH'S MINUTES**

**A. Minutes of the Annual and Regular Board of Commissioners' meetings held September 28, 2020.**

Vice Chairman Scott Griffith made a motion to approve the minutes of both the Annual and Regular Board of Commissioners' meetings held September 28, 2020. Commissioner Lawrence Kendzior seconded the motion. No discussion. A vote was called. The vote was Ayes – 4, Nays - 0. The minutes were accepted.

Ayes - 4

Nays - 0

Scott Griffith, Vice Chairman  
Cornelius Ivers, Chairman  
Lawrence Kendzior, Commissioner  
Nancy Rosado, Resident Commissioner

## **5. TREASURER'S REPORT:**

### **A. September 2020 FYE 9/30/2020**

Hayley Fetrow of HSF Consulting, LLC provided the monthly financial report and FY 2021 Operating Budget to Board. Ms. Fetrow provided a detailed explanation of the FY2021 Operating Budget. Ms. Fetrow reminded the Board that a request to extend the fiscal year to a 12/31 FYE had been submitted and was waiting for HUD approval. Ms. Fetrow stated that primarily the largest change this fiscal year was the transition of the Housing Authority to a majority Section 8 Housing Authority. Increase activity in Section 8 activity overall including Yale Acres and the addition of Crown Street, admin fee earnings and HAP payments was discussed.

## **6. CHAIRMAN'S REPORT:**

None

## **7. MANAGEMENT REPORTS:**

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

Executive Director R. Cappelletti reported. Executive Director Cappelletti discussed two resolutions Section 8 Dept. drafted. Fair Market Rents and Utility Allowance. Executive Director Cappelletti reported that both had increased slightly this year. Executive Director Cappelletti provided detailed explanation related to both resolutions. Becoming a predominantly Section 8 Housing Authority. Executive Director Cappelletti reported last two properties that the Housing Authority owns and operates independently of MHA's nonprofit development arm are Community Towers and Johnson Farms. These two properties are on list for redevelopment and within next 12 month expect Community Towers to be under some type of redevelopment program. Johnson Farms to follow shortly thereafter. Veteran's Housing project near completion. Coordination of ribbon cutting scheduled for mid to end of November. 11 Crown Street ribbon cutting attended.

### **Program Reporting Operations:**

None

### **B. Resident Services Report:**

Executive Director Cappelletti provided a brief overview of Resident Services Coordinator monthly activities. Activities reported included coordination of COVID testing with Community Health Center as well as providing coordination assistance of polling site located at Community Towers.

## **8. EXECUTIVE SESSION:**

None

## **9. NEW BUSINESS:**

A. Resolution 1131: Approval and Adoption of Fair Market Rents for Housing Choice Voucher Program.

Chairman Cornelius Ivers made a motion to approve Resolution 1131; Vice Chairman Scott Griffith seconded the motion. No discussion. A vote was called. Vote was Ayes – 4, Nays – 0. The vote was unanimous. Resolution 1131 was adopted.

Ayes – 4

Nays - 0

Cornelius Ivers, Chairman  
Scott T. Griffith, Vice Chairman  
Nancy Rosado, Resident Commissioner  
Lawrence Kendzior, Commissioner

B. Resolution 1132: Approval and Adoption of utility allowances for Tenant-furnished utilities.

Vice Chairman Scott Griffith made a motion to approve Resolution 1132; Chairman Cornelius Ivers seconded the motion. No discussion. A vote was called. Vote was Ayes – 4, Nays – 0. The vote was unanimous. Resolution 1132 was adopted.

Ayes - 4

Nays – 0

Cornelius Ivers, Chairman  
Scott T. Griffith, Vice Chairman  
Nancy Rosado, Resident Commissioner  
Lawrence Kendzior, Commissioner

C. Resolution 1133: Approval of Operating Budget FY-2021.

Chairman Cornelius Ivers made a motion to approve Resolution 1133; Vice Chairman Scott Griffith seconded the motion. No discussion. A vote was called. Vote was Ayes – 4, Nays – 0. The vote was unanimous. Resolution 1133 was adopted.

Ayes – 4

Nays - 0

Cornelius Ivers, Chairman  
Scott T. Griffith, Vice Chairman  
Nancy Rosado, Resident Commissioner  
Lawrence Kendzior, Commissioner

**10. OLD BUSINESS:**

None

**11. OTHER ITEMS OF INTEREST:**

None

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

None

### **13. ADJOURNMENT:**

Scott Griffith, Vice Chairman made a motion to adjourn, Cornelius Ivers, Chairman seconded the motion. A vote was called. The vote was unanimous. The meeting adjourned at 6:04 PM.